

# Lutheran Services Carolinas

## Job Description

**Job Title:** Clinical Social Worker

**Supervisor (title):** Executive Clinical Director

**Department:** Clinical Department

**Approved by:** B. Welch Thomas *BWT*

**Date:** 4/19/2017

### **Position Purpose/Summary:**

The Clinical Social Worker for Unaccompanied Minors will provide clinical services and support to unaccompanied minors. This position provides clinical support to ensure fidelity to treatment model, development and implementation of treatment strategies, assessing for needed services, offers assistance in accessing community based mental health services for clients, and assessing the appropriateness of sponsor families.

**Essential Functions** *Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

1. Conduct Sexual Abuse/Harassment orientation within 48 hours.
2. Provide Risk Assessments and mental health assessment; and assess for mental health needs.
3. Schedule and direct weekly individual counseling to youth.
4. Facilitate twice weekly group therapy for youth.
5. Assist in sponsor/foster parent assessment and foster parent/sponsor education.
6. Provide assistance to program staff and foster parents regarding youth with behavioral or emotional needs.
7. Deliver crisis management services.
8. Maintain documentation in the consumer files in accordance with regulatory bodies including LFS, state, federal standards and COA requirements to include the review and follow up of critical incident reports.
9. Represent Lutheran Services Carolinas professionally in the local community.
10. Other duties as assigned by supervisor.

**Supervisory Responsibilities, if any** *(The scope of the person's authority, including the positions that report to the incumbent.):* None

**Qualifications (Minimum Job Requirements):** *Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

Education: Master's degree in Social Work, psychology, sociology or other relevant behavioral science in which clinical experience is a program requirement and two years post graduate

experience preferably in the population served, or Bachelors degree in aforementioned sciences plus 5 years of progressive employment experience in this area.

Experience: See Above.

Specific skills/abilities: Must have good communication skills, skills in group and team facilitation, completing assessments and writing behavioral treatment plans. Must be self-motivated, have good time management skills and have the ability to work independently. Must be flexible and be able to work irregular hours. Bilingual in English/Spanish.

Specialized knowledge, licenses, etc: Must be at least 21 years of age, possess a valid driver's license. Must have knowledge of family systems, childhood developmental and attachment theory, psychopathology, effects of trauma, behavior management, understanding of the Latino/Hispanic culture, and psychotropic medications.

**Preferences (Optional):**

N/A

**Working Conditions/Physical Requirements:** *Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

1. Usual office conditions apply; sitting at desk in front of computer for extended periods.
2. Ability to bend, stoop (to floor), reach overhead.
3. Ability to lift and carry minimum of 10 pounds.
4. Driving to various locations required. Travel will be within LSC geographic footprint and will be around 20% of time.
5. Ambulatory throughout all locations.

This job description is not an employment contract. Lutheran Services Carolinas reserves the right to alter the job description at any time without notice.

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Employee Signature

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Date

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Supervisor Signature

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Date

***Employee signature constitutes employee's understanding of the requirements, essential functions and duties of the position.***