



JOB DESCRIPTION

THERAPIST 1

SUMMARY

Under the direction and the supervision of the Executive Practice Director, the level 1 Therapist will provide direct services including individual (including adolescents), couple, family and group therapeutic services to clients, including assessments, treatment plans and discharge planning, crisis intervention, prevention planning and support.

ESSENTIAL DUTIES

- Addresses and responds to referrals in a professional and timely manner.
- Participates in brainstorming and or consultation sessions to assess needs and coordinate services for clients of WBW Counseling & Consulting
- Maintains weekly scheduled appointments in our electronic records systems
- Provides therapeutic services to patients and their families
- Works in collaboration with multidisciplinary team members including external partners
- Completes required documentation and paperwork including biopsychosocial assessments, session notes and treatment planning and implementation in a timely manner
- Conducts client/file audits every 6 months
- Provides group, couples and family therapy sessions as indicated
- Demonstrates cultural competency and commitment to clients
- Demonstrates commitment to the philosophy of the practice
- Maintains full caseload of minimum **15 to 25 clients weekly**
- **Assumes shared responsibility with practice for building client caseload and marketing themselves**
- Acts as advocate and helps clients gain access to resources while confronting their personal issues, such as mental illness, addiction, and abuse
- May participate in research, administration, policymaking, or program development and planning activities in connection with WBW
- Occasional evenings and weekends required to meet with clients
- Help clients in accepting various situations with emphasis on events that can't be changed
- Other duties as assigned

SUPERVISORY RESPONSIBILITY

The level 1 Therapist will be responsible for participating in WBW's training program by providing mentorship (occasional meetings, case support, other duties as assigned) to at least one trainee. In addition, he or she may occasionally be expected to provide leadership and instruction to volunteers and/or less experienced staff.



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SERVICE VALUES

All employees are expected to provide the very highest level of service to clients and their families. In addition, their work ethic is expected to reflect the American Psychological Association's Code of Ethics (and/or any relevant code of ethics in accordance of their degree/license) and the values and moral principles that inspired Willled by Wellness Counseling and Consulting LLC. These include the core values that are universally shared and revered by society at large:

- Service
- Compassion
- Human Dignity
- Social Justice
- Ethical Conduct

ENVIRONMENT

The environment for this position is a private practice counseling office that is intended to be warm, comfortable and welcoming. It is a place where individuals, couples and families should be able to come and feel safe, supported and free from any discrimination and/or discomfort due to race, nationality, gender and or gender identity, sexual orientation or disability. The office space is a shared space. The expectation is that space will be maintained in a way that reflects a sense of pride and responsibility as well as cleanliness and professionalism.

During the COVID-19 pandemic, in keeping with federal/state/municipal health and safety guidelines, clinicians will be expected to provide telehealth services to clients. Telehealth services will continue to be offered at the discretion of the Executive Practice Director. As in the office space, the expectation is that work space visible to clients on video will be maintained in a way that reflects a sense of pride and responsibility as well as cleanliness and professionalism.

PHYSICAL ACTIVITY

Outside of spending substantial time sitting, speaking and listening, the physical activity involved in the course of performing this work is minimal. The clinician will rarely lift, move or transport people or materials but will be given sufficient notice should the need arise.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.



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EXPERIENCE / KNOWLEDGE

To perform effectively in this position, the incumbent must have/be:

- Working knowledge of WBW policies and procedures.
- Licensed Professional Counseling Associate (LPCA) (or other license/provisional license) designation from the Tennessee Board's responsible for certification and conferring of licenses.
- Knowledge and experience with evidence-based practices, including trauma informed care framework.
- Knowledge and experience working with co-occurring populations (chronic health conditions, mental health and substance use).
- Strong clerical/administrative skills including personal computer skills (Microsoft Office software).
- Ability to make routine decisions and determine proper action based on experience within the limits of policy and procedures.
- Demonstrated oral/written skills in English.
- Ability to engage effectively with people of diverse cultures, ages and economic backgrounds in a culturally competent and sensitive manner.
- Knowledge, skills and ability related to marketing and outreach.
- Effectively use self-reflection to assist in informing practice and strengthening awareness as it relates to providing client care.
- Ability to work effectively with a multidisciplinary team of care providers.
- Capable to seek out and utilize evidence-based practice interventions to provide optimal client care

QUALIFICATIONS/POSITION REQUIREMENTS

These specifications are general guidelines based on the minimum experience normally considered essential to the satisfactory performance of this job. Individual abilities may result in some deviation from these guidelines. Additional requirements include:

- Knowledge of electronic medical records
- Knowledge of community and community resources
- Ability to pass background check
- Valid Tennessee State Driver's License
- Flexibility in work arrangements



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EQUIPMENT & SOFTWARE OPERATION

The incumbent in this position may operate any/all of the following equipment:

- Telephone, cell phone
- Video chat platforms including but not limited to Zoom, Skype, Facetime, Google Hangouts
- Computer, printer and related equipment
- Copy machine
- Square Space Payment System
- Microsoft Office
- Google Platforms (Drive, Docs, etc.)
- Internet Explorer
- **Psychology Today**
- Facebook
- Instagram/Twitter
- LinkedIn
- YouTube
- Pinterest
- Canva
- Other social media and marketing design platforms

EDUCATION

Master's Degree in psychology or related field from accredited university. LMSW, LPCA, LMFTA in good standing in the State of Tennessee with minimum graduate level clinical experience.

Job Type: Full-time

Job Location: Nashville, TN