

CHILD THERAPY INSTITUTE

Two year training program in child therapy

Outpatient Mental Health Clinician - Trainee/Associate (Hourly) Antioch, El Cerrito, San Pablo, San Rafael, Bilingual (English/Spanish) Preferred

For more than 30 years the Child Therapy Institute has provided a comprehensive Two year training program in child-directed play therapy and other best practices for working with children ages 5-12 and their families.

This includes training in expressive arts therapy, sandplay, mindfulness and supporting parents/caregivers. These services are provided to children and families from diverse ethnic and socioeconomic backgrounds.

Graduates of the training have gone on to work in community mental health, private practice and other settings with all ages and clinical populations. Once graduated clinical staff can negotiate continued employment at CTI and work towards licensure.

This job description covers the 24 months during which the staff person is participating in the CTI training program.

Mental Health Clinician – Trainee/Associate 15 – 19 hours per week
Bilingual (English/Spanish) a plus but not necessary–Two-year commitment

A. FUNCTION

The Mental Health Clinician, as a member of the Child Therapy Institute team:

- Provides ongoing outpatient psychotherapy to Moderate to severe children and their parents and completes the necessary documentation to meet the requirements for Medi-Cal.
- Performs clinical assessments, articulates diagnostic formulations (with measurable objectives), and makes referrals to outside agencies and professionals as necessary
- Completes all paperwork in a timely manner and to the highest standard
- Provides individual treatment
- Works collaboratively with parents, supervisors, other clinicians, and outside agencies as necessary in a team approach

B. QUALIFICATIONS and COMPETENCY FACTORS

- Registered LMFT, MSW, LPCC Associate with BBS, or LCSW, MFT LPCC Trainee with an agreement with a graduate school
- Experience with Medi-Cal documentation a plus
- Bilingual (English/Spanish) preferred but not necessary
- Experience providing therapeutic services to, or working with, children and families utilizing current best practices, play therapy, expressive arts, CBT and interventions from other theoretical orientations as needed
- Sensitive to the needs of vulnerable populations
- Committed to culturally informed practice and a multicultural learning environment
- Prior experience with children preferred
- Ability to work as a team member and contribute to program development
- Ability and willingness to maintain clear and complete records, meet strict deadlines for written reports, and chart documentation
- Must be organized and have good enough writing skills to effectively complete Medi-Cal paperwork and documentation
- Ability to speak effectively to children, parents or guardians, teachers, school administrators, and other professionals

C. SCHEDULE RESPONSIBILITIES

- Antioch staff has mandatory group supervision and staff meetings each Wednesday in Antioch from 10 a.m. – 1 p.m.

- El Cerrito, San Pablo, and Marin staff have mandatory group supervision and staff meetings in San Pablo each Thursday from 10 a.m. – 1 p.m.
- Training every Friday 10:00-1:00 pm in San Pablo or online from September through May
- Available to work two afternoons from 2 p.m. – 7 p.m. to see clients
- Able to work a minimum of 15 hours per week (six hours with clients, six hours of supervision and training, and three hours of administration).
- Two year commitment
- During the training program, most staff don't vary much from core training program schedule and time requirements. Based on school requirements and individual needs and capacities, additional cases and supervision can be assigned.

D. CLINICAL RESPONSIBILITIES

- Provide ongoing best practices in child therapy including play therapy, expressive arts and solution focused individual, group, and parent counseling
- Complete comprehensive child/family clinical assessment, formulate diagnostic picture and develop comprehensive treatment plans, including substantiating impairment and developing measurable treatment objectives, and communicate recommendations to family
- Maintain case records, including charts, treatment plans, termination summaries, and other reports as required
- Manage and maintain due dates and timeline procedures as related to Medi-Cal standards, current best practices, and institute standards
- Provide case presentations at clinical team meetings
- Actively participate in both group and individual clinical supervision by being prepared to discuss case work, interventions, transference issues, and theoretical rationales
- Participate in core team meetings (including IEPs, WRAP and CFT) if necessary for the child's benefit
- Perform other duties as assigned
- Throughout the tenure of this position the staff person is expected to to maintain a case load of 6-8 Moderate to severe Medi-cal clients.

E. WORKING CONDITIONS and JOB SETTING

- Work is primarily in an office setting with children and their parents at multiple locations (see responsibilities).

F. REMUNERATION

- The rate for trainees while in school is \$20 per hour and includes training and supervision.
- The rate for associates is \$25.00 per hour and includes training and supervision.
- The hourly trainee/associate is paid by the minute at the hourly rate for sessions, billable phone work, and meetings in the community with other client providers.
- The hourly trainee/associate is paid 30 minutes per client per week for administrative work and additional for multiple sessions per week.
- Travel will be based on 72.5 cents per mile. Paid time off is accrued based on time worked at the rate of 12 weeks per year.
- Professional development funds are accrued at a rate of \$1 per hour based on the number of hours worked.
- Unpaid time off for family and self-care of up to two weeks per year can be arranged
- As resources allow, incentives and surplus sharing will be provided according to seniority, work load, and productivity.
- QSEHRA—During FY 25-26 a \$300 per month contribution is being made to a pre- tax account to pay for qualified medical expenses.

The Child Therapy Institute is an equal opportunity employer.

Please send a cover letter and resume to cti@childtherapyinstitute.com. Please visit our website at www.childtherapyinstitute.org.