

## **Job Description**

**TITLE:** Youth and Family Counselor

**HOURLY RATE:** \$27.00 an hour

**REPORTS TO:** This position reports to the Community Services Clinical Coordinator.

### **POSITION RESPONSIBILITIES:**

1. Provide individual and family counseling to youth and families. Complete a minimum of 15 sessions per week and 2 evenings per week required.
2. Provide case management, information and referrals, and coordination with schools and community agencies for clinical and Juvenile Review Board clients
3. Conduct groups for parents and youth
4. Make presentations to community groups regarding agency services and on topics related to young people and their families as determined by Clinical Coordinator.
5. Maintain appropriate records and documentation of all program related activities and counseling and social services in accordance with clinical and program protocols
6. Be available for emergency operations and recovery in the event of an emergency or disaster (natural, human caused or national security) affecting the Town
7. Perform related work as needed

### **REQUIREMENTS:**

- Good knowledge of counseling principles and practices, community resources and relevant local, state and federal laws
- Good ability in oral and written communications and ability to relate to people on an individual and group basis
- Good ability to establish and maintain effective working relationships with superior, associates, officials of other agencies, and the general public
- Proficient with Microsoft Word, Excel, PowerPoint and Outlook
- Masters Degree from an accredited college or university in Family Therapy or related field
- 2-4 years experience working with youth and families
- CT DPH License eligible within one year
- Valid Driver's License required
- Bilingual Spanish a plus