



**New Directions[®]
Northwest Inc.**

Administrative Office
(541) 523-7400
Fax: (541) 523-4927
2100 Main Street, P.O. Box 1005
Baker City, OR 97814
www.newdirectionsnw.org
Chief Executive Officer: Shari Selander

New Directions for Positive Changes....

"Specializing in helping people with Alcohol, Drug, and Gambling Addictions, Mental Health, Developmental Disabilities and Prevention."

POSITION DESCRIPTION

Name: Employment Status: **Regular Full-Time**

Program: **Out Patient Services** Exempt/Non-Exempt: **Exempt**

Class Title: **Mental Health Clinician/LCSW/LPC** Effective Date:

General Purpose: The Mental Health/LCSW/LPC will provide Child and family counseling as well as individual MH counseling, group therapy, assessments, treatment planning and crisis services at a variety of settings

Supervision Received: The Mental Health/LCSW/LPC is supervised by the Program Director with input from the Clinical Director.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Conducts child and family, individual and group, counseling for clients needing mental health services.
- Provides crisis intervention, counseling, evaluations, safety planning and related services.
- Provides consultation, education and information to community agencies that routinely come in contact with individuals with mental or emotional disturbances, such as community providers, police agencies, hospital and emergency rooms and emergency shelters. Governed by a code of ethics of the individual's professional discipline including rules of confidentiality; working knowledge and techniques of comprehensive, community mental health services and the relationship of all mental health disciplines to the field of community of psychiatry.
- Skill in dealing with mentally ill, developmentally disabled and alcohol or drug addicted persons and able to understand the behavior of people under stress; ability to develop cooperative relationships with patients, their families, and the community.
- Ability to maintain a relationship with physicians, law enforcement agencies, the court, public and private administrators and the community in general; ability to interpret community mental health services.
- Ability to prepare concise and complete patient treatment and progress records in a timely fashion.
- Conducts comprehensive evaluations and diagnostic evaluations; develops treatment plans which may include the delivery of medical and mental health services to include prescribed medications and the maintenance of medication supplies.

Baker House: Womens Program
(541) 523-6581
Fax: (541) 523-9237

Baker House: Mens Program
(541) 523-8320
Fax: (541) 523-8325

**Recovery Village Women & Children
Residential**
(541) 523-4049 Fax 541-523-4062

**New Directions Program at Powder
River Correctional Facility**
(541) 523-9894 Fax: 541-523-8067

Behavioral Health and Wellness
(541) 523-3646
Fax:(541) 523-7602

Prevention Programs:
Substance Abuse
Mental Health Promotion and Prevention
(541) 524-9070 Fax: 541-524-9077

Developmental Disabilities
(541) 523-8366
Fax: 541-523-4927

Total Health Program
(541) 524-9070
Fax: 541-524-9077

- Provides psychotherapy, counseling, and case management services to individuals, couples, families and groups.
 - This includes interviews to accumulate pertinent data, assess patient problems and develops treatment plans.
- Actively participates in joint case planning and coordination with internal multidisciplinary team and agency psychiatrists.
- Performs joint case planning and coordination in areas of behavioral health with other community agencies such as schools, group homes, community detention facility, community medical hospital and other Department of Human Service programs.
- Works with other staff and community representatives to initiate new programs, reviews, evaluates, and revises existing programs as necessary.
- Develops and conducts various groups and classes providing intensive group therapy.
- Utilizes agency clinical software system to prepare current client records of treatment and reports as necessary and required.
- Responsible for maintenance and timeliness of all records (i.e. mental health assessments, treatment plans, progress notes, level of care instruments, etc.), and other required documentation.
- Assists and/or provides back-up support with screening, referral, and crisis services as needed and directed by supervisor.
- Participates in team meetings as scheduled or assigned.
- Must have the ability to communicate effectively in writing and verbally.
- Must interact amiably with co-workers, clients and outside contacts.
- Crisis coverage during various hours. (nights and weekends).

PERIPHERAL DUTIES

As assigned.

DESIRED REQUIREMENTS

LCSW or LPC with an MA degree plus two years of experience or an equivalent combination of education and experience in all aspect of Mental Health Counseling..

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with and fully utilize their hands and arms. The employee is frequently required to stand, walk, talk and hear. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

Work shall be performed at a variety of settings ie: Community mental Health, Primary Care, Co-occurring residential and Community Connections. This position may require a varied work schedule, including nights and weekends. This position requires the employee to dress in a professional manner.

Note to Employee: *DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED OF THE SPECIFIC JOB REQUIREMENTS FOR THIS POSITION.*

Will you be able to perform the essential functions of this job, with or without reasonable accommodation?

Please initial one _____ Yes _____ No

If no, please explain requirements:

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE EMPLOYER AND THE EMPLOYEE, AND IS SUBJECT TO CHANGE BY THE EMPLOYER AS THE NEEDS OF THE EMPLOYER AND REQUIREMENTS OF THE JOB CHANGE.

Employee's Signature

Supervisor's Signature