



Position: Mental Health Clinician II
Program: Mental Health Services – FVIS /STOP Domestic Violence
Reports to: FVIS /STOP Program Manager
Salary: \$23.08/hr
Status: 100%; Full-Time; Temp
Probation: N/A
Benefits: N/A

JOB SUMMARY:

Under the direct supervision of the Program Manager – FVIS/Domestic Violence Program, the Domestic Violence/Safety Plan Counselor shall conduct individual and group DV prevention and intervention services, document and evaluate their effectiveness, and assist with development of activities associated with the CalEMA grant program.

ESSENTIAL FUNCTIONS:

- 1) Conduct individual and group services for clients identified to be at risk for or experiencing domestic violence. Document progress in the appropriate records immediately following each client encounter.
- 2) Serve on-duty for designated hours each week to handle domestic violence walk-ins, whether crisis oriented or not, as well as general domestic violence information and crisis telephone calls. Complete intakes for walk-in clients as appropriate.
- 3) Conduct intakes and clinical assessments, prepare the required documentation, and route appropriately for review and placement.
- 4) Participate in the multi-disciplinary Clinical Case Conference and present assigned cases as they come due for review.
- 5) Participate in weekly STOP Department staff and clinical review meeting.
- 6) Make appropriate referrals to services outside LAGLC, within LAGLC, and to other services within the MHS Department as needed. Follow up on referrals made with the client to assure the appropriateness of the referral and the continuity of care.
- 7) Coordinate client care with Legal Services Department as necessary.
- 8) Participate in the Quality Improvement process practiced in the MHS Department.
- 9) Adhere to the Utilization Management protocol used in the MHS Department to ensure timely and appropriate client service.
- 10) Assume responsibility for completing all documentation in a timely, legible and thorough manner, submitting client records at the end of each business day as well as proper notification of changes in appointment schedule to supervisor and administrative support staff.
- 11) Complete reports as required.
- 12) Participate, as assigned, in clinical supervision groups and/or individual supervision.
- 13) Attend domestic violence continuing education workshops/seminars as instructed.
- 14) Participate in staff meetings, planning meetings, community meetings, and other meetings as needed.
- 15) Provide domestic violence and safety planning information to LAGLC staff, interns and volunteers as needed.
- 16) Assist in the production of program reports as needed.
- 17) Other duties as assigned.

JOB QUALIFICATIONS AND EXPERIENCE:

- 1) At least two years counseling experience in at least one of the following: residential care, social services, child welfare services, general counseling, domestic violence services, chemical dependency treatment, juvenile justice, youth services, etc.
- 2) Ability to work as a team member dedicated to generating resources/services to the LGBT community.
- 3) Proven ability to work under direct supervision.
- 4) Ability to relate in a non-judgmental and respectful manner to diverse LGBT individuals and persons experiencing a wide variety of emotional and behavioral problems.
- 5) Ability to work well under pressure in a fast-paced environment.
- 6) Excellent verbal and written communication skills, including strong organizational and interpersonal skills.
- 7) Computers skills and knowledge including word processing, database operations, spreadsheets, and other software systems. Knowledge of SPSS preferred.
- 8) Demonstrated ability to work effectively with men and women of diverse races, ethnicities, ages, gender identities, and sexual orientations in a multi-cultural environment.
- 9) Working knowledge of domestic violence issues/dynamics and their emotional, psychological, physical and social impact. A minimum of 40 hours of training in domestic violence dynamics, assessment, and intervention preferred.
- 10) Flexibility to work evenings and weekends.
- 11) Access to transportation required.
- 12) Bi-lingual a plus (English/Spanish preferred.)

TRAINING, EDUCATION AND LICENSURE:

- 1) Master's degree in a behavioral science field (psychology, social work, etc.).
- 2) Domestic Violence Counselor certification or a minimum of 40 hours of training in domestic violence preferred.
- 3) License eligible or licensed.

The Los Angeles LGBT Center is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.