



JOB DESCRIPTION	
Job Title: Therapist	Last Revision Date: February 2011
Program: Family Preservation	Reports To: Area Supervisor
MISSION STATEMENT	
In this capacity, the employee implements Saint Francis Community Services, Inc.'s (SFCS), mission to be an instrument of healing for children, youth and families in spirit, mind and body, so they live responsibly and productively with purpose and hope.	
BASIC PURPOSE OF THE JOB	
The Therapist uses a therapeutic model to provide in-home family services and case management. Builds on the strengths of the families to resolve issues and maintain the family as a whole. The Therapist provides coordination of all team staff members that are assigned to the case. The Therapist shall provide case management services to the child and the family throughout the life of the case.	
JOB REQUIREMENTS	
Minimum Education and Licenses/Certifications	<ul style="list-style-type: none"> ➤ Master's degree in Social Work, Psychology, Marriage and Family Therapy or Counseling from an accredited college or university. ➤ Licensed to practice in the State of Kansas. ➤ First Aid/CPR.
Minimum Job Requirement	<ul style="list-style-type: none"> ➤ Must be 21 years of age. ➤ Must pass a drug screen, MVR, KBI and Child Abuse and Neglect Registry Clearance check. ➤ Lifting requirements of 50 lbs. ➤ Must have valid KS driver's license and reliable transportation.
Client Population Served	<ul style="list-style-type: none"> ➤ Demonstrates competence and continues training in age-specific competencies for infant through adult clients.
Minimum Work Experience	<ul style="list-style-type: none"> ➤ Must have experience in family-based services either through educational or work experience.
Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> ➤ Mandated reporter. ➤ Understanding of family centered practices, genograms, ecomaps, and social histories. ➤ Understanding of the child welfare and state system for Family Preservation services. ➤ Family therapy techniques. ➤ Must utilize leadership skills and develop a team approach with the staff team members assigned to provide service delivery. ➤ Must be able to manage aggressive behaviors with clients. ➤ Ability to work flexible schedule including on-call. ➤ Demonstrate effective written and verbal communication skills. ➤ Must be a team player. ➤ Ability to travel throughout the State. ➤ Handles multiple priorities. ➤ Independent discretion/decision making within the scope and responsibility of the position. ➤ Manages emotions and is able to make decision under pressure. ➤ Manages stress appropriately. ➤ Works alone effectively. ➤ Works in close proximity to others and/or in a distracting environment. ➤ Works with others effectively/teamwork. ➤ Understands and practices Universal Precautions.
Essential Functions	<ul style="list-style-type: none"> ➤ Provides in-home therapy and family services to include: attendance at initial team meeting, assessments, education concerning early care and development, assists in forming a family support network, home-based support services and ancillary family-focused services. ➤ Assists families in establishing a support network by utilizing family, kinship, and community resources. ➤ Provides 24/7 crisis intervention for referred families including on-call rotation.

Essential Functions	<ul style="list-style-type: none"> ➤ Engages the child and family in services through various assessments, including the bio-psycho-social assessment, family conferencing (case planning), service delivery and day-to-day practices. ➤ Responsible for billable Medicaid hours and submitting necessary paperwork for Medicaid billing. ➤ Provides a smooth transition when children are moved to OOH placement. ➤ Facilitates and documents therapeutic groups, including family meetings, parenting, or multi-family groups. ➤ Must utilize leadership skills with the staff team members when a child is being removed from the home. ➤ Family therapy may continue to be provided by the Therapist when requested by Reintegration Contractor. ➤ Documents all contacts with families and collaterals on agency database. ➤ Completes reports for court and provides court testimony as required. ➤ Liaison with SRS, school personnel, and other community providers. ➤ Ensures clients' rights are protected, explain SFCS's privacy policy and provide copies of SFCS's Notice of Privacy Practices and Family Preservation Brochure on clients' rights. ➤ Reports critical incidents to SRS verbally within 12 hours, written within 24 hours. ➤ Reports critical and unusual incidents to Risk Management. ➤ Assists in monitoring the overall client satisfaction of the program. ➤ Meets with their Supervisor weekly to review assigned cases. ➤ Submits requested reports to Supervisor. ➤ Provides services within licensure and accreditation standards. Adheres to all pertinent SFCS Standard Operating Procedures (SOP's), personnel policies and federal and state statutes and contractual terms. ➤ Has working knowledge of and adheres to the Family Preservation contractual requirements outlined by the State of Kansas SRS. ➤ Is knowledgeable of and follows all safety procedures.
Non-Essential Functions	<ul style="list-style-type: none"> ➤ Prefer to have a minimum of 40 hours in-service education per year. ➤ Other duties as assigned.
Job Specific Core Competencies. <i>(As observed by supervisor/evaluator)</i>	<ul style="list-style-type: none"> ➤ Job knowledge (as defined in the essential job functions) ➤ Judgment ➤ Quality of work (accuracy) ➤ Quantity of work (productivity)
Organizational Core Competencies <i>(As observed by supervisor/evaluator)</i>	<ul style="list-style-type: none"> ➤ Initiative ➤ Versatility ➤ Attendance/Punctuality ➤ Effectiveness in working relationship with others/teamwork ➤ Housekeeping and safety ➤ Appearance

How to apply: Email resume to kerri.kemp@st-francis.org

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