



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA JOB DESCRIPTION

POSITION TITLE: Therapist, Family Counseling Program ~~Family Counselor, Family Counseling Centers~~
JOB CODE: KK-012
CLASSIFICATION: Exempt
PAY GRADE: Teacher Salary Schedule
BARGAINING UNIT: BTU
REPORTS TO: ~~Coordinator, Family Counselors~~ Counseling Program, Student Services Department
CONTRACT YEAR: Ten Months (May be extended at the discretion of the Area or Director of Student Services. Associate Superintendent to maximum number of days). Must be available to work evening hours.

POSITION GOAL:

To implement a school-based, short-term psychotherapeutic mental health program that includes clinical screening, assessment and intervention. This therapeutic service is designed to enhance students' social/emotional functioning and strengthen family relationships, not only to effect a more productive learning experience and increase graduation rates, but also to remove the emotional barriers that interfere with individual and family functioning. To implement short-term positive intervention designed to help students' social/emotional functioning and families and teachers improve the student's self esteem that leading to affect more productive learning experience.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

The ~~Therapist, Family Counseling Program~~ Family Counselor, Family Counseling Centers shall carry out the performance responsibilities listed below:

- Implement ~~implement~~ the ~~family counseling program~~ Family Counseling Program according to the Family Counseling Program's procedure manual approved by the ~~Division of Instruction/Programs Services~~ Director, Student Services Department.
- Conduct clinical screenings and assessments on referred clients.
- Conduct individual, family and group counseling therapy sessions with students and families, implementing the program's evidence-based treatment modality.
- Provide clinical support and services in times of crisis, critical events, or traumatic occurrences, as needed.
- Develop treatment plans with client/family, consisting of an academic and individual mental health objective; an additional family mental health treatment objective is created on all family therapy cases.
- Perform ongoing and regular review of case treatment plan to ensure implementation of treatment objectives; report treatment outcomes and documentation of sources of information in all case records at close of treatment.
- ~~Consult with~~ Provide clinical consultation to school personnel as needed.
- Provide clinically-based presentations and/or learning opportunities to school staff, parents, or community partners, as requested.
- ~~Provide in service to personnel of catchment area schools on Family Counseling Program Services.~~
- Maintain current documentation and clinical notes on clients seen for counseling within the Family Counseling Program.
- Document clinical progress notes on therapeutic and collateral sessions as they occur.
- Accurately complete all components of required case documents on all clinical records.
- Maintain standardized record-keeping system with respect to monthly statistics and professional activities.
- Adhere to professional guidelines regarding ethics, liability and confidentiality.
- Complete all activities required to maintain current and active licensure with the State of Florida.
- Perform ~~perform~~ and promote all activities in compliance with the equal employment nondiscrimination policies of The School Board of Broward County, Florida.
- Participate, ~~participate successfully,~~ in all training programs offered to enhance ~~increase~~ the individual's skills and proficiency related to the job responsibilities, assignments.
- Review ~~review~~ current developments, literature and technical sources of information related to job responsibilities. ~~responsibility.~~

- Ensure ~~ensure~~ adherence to good ~~good~~ safety rules and procedures.
- Perform ~~perform~~ other duties as assigned by the immediate supervisor, or designee. ~~Coordinator, Family Counselor.~~
- Follow ~~follow~~ federal and state laws, as well as School Board policies.

MINIMUM QUALIFICATIONS & EXPERIENCE:

- An earned master's degree in Social Work, Mental Health Counseling, Marriage and Family Counseling or related field from an accredited institution.
- Three (3) years within the last five (5) years of successful experience as a counselor mental health clinician post completion of graduate studies, working with families, individuals, and/or groups.
- Valid Florida License in one of the following discipline(s): Clinical Social Work, Marriage and Family Therapy or Mental Health Counseling.
- Effective communication and interpersonal skills.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE:

- Preferred degree major in Guidance, Counseling, Social Work, Psychology or Marriage and Family Therapy.
- Clinical licensure or eligibility preferred.
- Bilingual skills preferred.

SUPERVISION: None

ACCOUNTABILITY PROCEDURES: The Coordinator, in cooperation with the school principal, will assess the effectiveness of the Family Counselor, Family Counseling Centers annually with respect to the performance of specific responsibilities.

SIGNIFICANT CONTACTS – frequency, contact, purpose, and desired end result:

The Family Therapist/Counselor shall be responsible to participate in all assigned clinical supervision sessions, both within the framework of group and one-on-one sessions. These sessions will take place at a minimum of monthly and a maximum of weekly sessions, as the individual family therapist requires or requests. As needed, the program's Team Leader and/or other professional staff members may provide additional clinical support. These sessions are provided to ensure that professionalism and quality therapeutic services are provided at all times.

PHYSICAL REQUIREMENTS:

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

EVALUATION:

Performance will be evaluated in accordance with Board policy.

In accordance with School Board policy 4010, it is requested that the revised education, experience and skill qualifications outlined in the job description adopted by the School Board on August 22, 2017, be waived for employees currently holding affected positions.

Board Approved: 5/15/90 &

Adopted: 6/5/90

Revised: 11/19/04