



**Position Title: Trauma Therapist**

**Reports to: CAC Director**

**FLSA: Exempt (35 hours/week)**

### **NATURE OF WORK**

The Trauma Therapist will provide trauma therapy to adult and child victims of crime, including: Assessment, individual and group therapy, and crisis intervention. Information and referrals to all clients in need will be administered following the agency's and department's protocol. The Trauma Therapist will provide advocacy for patients and act as liaison with community resources, complete and maintain training certifications, report any behavior or implication of behavior of child abuse to the authorities, and complete all administrative tasks as assigned on a timely basis. Tasks include, but are not limited to: documenting all activities, preparing weekly and monthly activity reports, and maintaining up-to-date case records. The Trauma Therapist will also maintain statistics, prepare reports, and maintain up-to-date client records.

### **ESSENTIAL FUNCTIONS**

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

- Will provide evidence based, trauma-informed treatment to victims of abuse and their family members/care-givers.
- Will provide assessments using standardized measures (assessment tools), treatment planning, completing intakes and maintaining accurate and current case records.
- Facilitate supportive and educational groups for victims' families and the community.
- Collaborate in the planning of professional trainings for professionals working with this population and provide outreach and prevention education programming.
- Work as part of a multi-disciplinary team which includes: participation in monthly team meetings and coordinating treatment and on-going collaboration with community agencies.
- Recording statistical demographic information for national data base and grant reporting via computer.
- Provide clinical expertise and support.

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## EMPLOYMENT STANDARDS

- NY State Licensed Master Social Worker, Licensed Clinical Social Worker, or Licensed Mental Health Counselor.
- Two years of experience providing both individual and group therapy
- Bilingual, English/Spanish a plus
- Must submit to, and pass, a criminal background check and a child abuse registry check.
- Special Requirement: This position requires an automobile, a valid NY State driver's license and proof of valid insurance

## WORKING ENVIRONMENT/PHYSICAL DEMANDS

Work is performed in an office environment; light physical demands; frequent use of a personal computer; some driving required for training and case related purposes.

## DISTINGUISHING CHARACTERISTICS

Fluent in English, Spanish a plus. Experience with brief interventions, including Motivational Interviewing, Dialectical Behavioral Therapy, Trauma Informed Cognitive Behavioral Therapy (CBT) and/or Play Therapy.

## KNOWLEDGE AND SKILLS REQUIRED

### Knowledge of:

- Child abuse dynamics, child protective and law enforcement investigations procedures, and the legal reporting mandates for professionals.
- HIPPA Privacy Laws
- Child Development
- Child Abuse, Neglect, Maltreatment
- Case note writing and record keeping

### Skills in:

- Exceptional communication skills; including both oral and written.
- Excellent team player; able to build relationships and maintain positive working relationships with a variety of agency stakeholders.
- Ability to engage and build rapport with all children and family members.
- Ability to effectively prioritize and organize assignments in a fast-paced work environment.

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