

Tierra Nueva Counseling Center, LLC
Bilingual Family Therapist (Full-Time)

JOB DESCRIPTION

REPORTS TO: Clinical Director of TNCC

DEFINITION: Bilingual Family Therapists are independently licensed in New Mexico and provide therapeutic clinical mental, behavioral, and emotional health services to children, adolescents, and families. Bilingual family therapists provide individual, group, and family services designed to meet the specific needs of clients and utilize a holistic framework which includes approaches that address the social, emotional, mental, cultural, and spiritual aspects of each client.

DUTIES AND RESPONSIBILITIES

- Follow guidelines and protocols as described in the TNCC Policy & Procedure Manual and Staff Handbook.
- Conduct biopsychosocial and diagnostic assessments, treatment plans, and other necessary documentation in a timely, thorough, and professional manner that meets the standard of care.
- Provide individual, family, group and/or couples therapy to assigned clients.
- Assess client progress, coordinate care with other providers when appropriate, and make community referrals as needed.
- Record and maintain adequate electronic health records in a timely manner.
- Use only assigned SWC email account and assigned soft-phone for all work-related duties.
- Attend supervision with clinical director commensurate with caseload.
- Attends staff meetings as necessary for professional development, training, and continuous quality improvement and policy review.

QUALIFICATIONS:

- Must have knowledge and experience with children and families.
- Must be bilingual (English-Spanish).
- Ability to work with children and families evenings between 3-9pm during the week. Availability on Friday afternoons and Saturday preferred.
- Must hold and maintain independent licensing in New Mexico.
- Must maintain current attestation with CAQH and eligible for insurance credentialing.
- Must hold and maintain individual professional liability insurance with minimum limits of \$1 million/\$3 million.
- Strong interpersonal skills and ability to work as part of a team.
- Ability to work with culturally diverse students, staff, and clients.
- Proficient with case documentation and electronic health record-keeping.
- Positive and compassionate attitude.
- Complete a criminal record / fingerprint check.

I have reviewed this job description and am able to fulfill all tasks and duties included in this job description.

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Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____