

Crisis Counselor
CHILDREN'S ADVOCACY CENTER (CAC) OF
SOUTHWEST MICHIGAN

The CAC Crisis Counselor will oversee the provision of a comprehensive treatment program for child victims of sexual abuse and their non-offending family members.

Qualifications

- A minimum of a Master's degree in social work, psychology or counseling and at least three years experience in working therapeutically with children (which can include internships) is preferred.
- Experience in the area of child abuse and neglect is preferred. Excellent verbal and written communication skills are required.
- The ability to work within a multidisciplinary team structure and interact with many personality types is imperative.
- Ability to maintain strict confidentiality.
- Successful clearance of child abuse and criminal background checks.

Responsibilities

Provide counseling services and case coordination services to clients of the Children's Advocacy Center.

Therapy

- Provide crisis counseling to child victims and their non-offending caregivers.
- Provide trauma-focused therapy services for child and families.
- Provide assessments and on-going counseling to victims of child sexual abuse.
- Plan and implement treatment and support groups for children and non-offending caregivers.
- Assist clients in obtaining information on crime victim compensation and assist in completing compensation application forms, when appropriate.
- Provide court preparation and court support to children when necessary.
- Serve as a liaison for clients to other community resources as appropriate.
- Respond to subpoenas and provide court testimony when requested on relevant cases.
- Abide by the Code of Ethics of the clinician's profession.

Immediate Crisis Intervention and Referral

- Involved with Pre/Post forensic interview with caregivers providing crisis intervention, accurate information about child sexual abuse dynamics.

The Responsibilities section only includes core duties and is not a list of all duties. Job Performance must comply with CACSWMI's policies and procedures.

- Observe the forensic interview and making initial assessment of the child victim and family treatment needs.
- Meet with parents face to face during the forensic interview to provide immediate crisis intervention, explain pertinent information, and support resources. Document this session in Collaborate.
- Document notes regarding medicals, counseling, and any other special case dynamics.
- Responsible for attending 24 hours of training per year pertaining to your role. Keep up to date training logs and record of all certificates.
- Must keep all certificates and licenses up to date and meet the requirements for full licensure in the state of Michigan.

Therapy and Support Groups

- Accept referrals for therapy.
- Arrange therapy sessions with the client.
- Complete and submit all required case documentation (file notes and Collaborate).
- Facilitate support groups. Identify needs and create new and exciting group experiences to match need.
- Maintain clinical licensure and therapy certifications by attending trainings, participating in supervision, and any additional requirements.
- Follow contract guidelines for DHHS contract cases.
- Provide additional support for the clinical program as requested.

Maintain proper records, licenses and evaluations germane to counseling services as they relate to the policies and procedures of The Children's Advocacy Center of Southwest Michigan and the State of Michigan:

- Maintain appropriate case documentation and client files.
- Write and submit required documents and reports.
- Develop and maintain counseling skills by attending ongoing training.
- Attend and participate in monthly case review meetings.

Follow all policies and procedures of The Children's Advocacy Center of Southwest Michigan, including:

- Attend required staff meetings and multidisciplinary case review meetings.
- Supervise assigned support employees and/or counseling program volunteers.

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