

FAMILY COUNSELING CENTER OF BREVARD, INC.

JOB DESCRIPTION

**TITLE: DEPARTMENT OF JUSTICE/NATIONAL INSTITUTE OF JUSTICE (DOJ/NIJ)
GRANT CLINICIAN**

I. JOB SUMMARY

Render direct clinical service in manner to ensure maximum benefit to the client. Perform all related activities including making full use of Agency resources and outside facilities, and any other duties which may be assigned, in accordance with Agency policy, procedures, and philosophy.

II. DUTIES AND RESPONSIBILITIES

Within the limits of the Agency’s policies and procedures, the DOJ/NIJ Grant Clinician is responsible for and has commensurate authority to perform the duties listed below under the supervision of the Director of Community-based Services.

A. Perform the following duties:

1. Render direct clinical service to students on site within the designated grant schools.
2. Render direct clinical service to students’ families, as indicated, within the home.
3. Provide information, referral, and care coordination for any related services needed by students/families to support progress on service goals.
4. Provide training and consultation to professional staff within designated grant schools as required by grant contract.
5. Maintain necessary documentation regarding services delivered and participate in gathering of grant-required outcomes data.
6. Have a full understanding of mental health/social work practice standards.
7. Have a full understanding of Agency objectives, policies, and procedures.

III. QUALIFICATIONS

- A Master’s Degree in social work or another mental health field from an accredited University, plus a minimum of two years of clinical experience.
- Ability to establish and maintain relationships within and outside the Agency in a professional manner.
- Ability to evaluate his/her own performance, capabilities, and limitations with reasonable accuracy.
- Understanding of the obligations, functions, programs, and services of the Agency as they relate to staff, clients, community, and general social welfare.
- Ability to communicate ideas and knowledge clearly and concisely.
- Sensitivity to diverse cultural and ethnic backgrounds.

Note: The above job description is not intended to describe, in detail, the multitude of tasks that may be assigned, but rather to give the employee a general sense of the responsibilities and expectations of his/her position. As the nature of business demands change so, too, may the essential functions of this position.

EMPLOYEE: _____

DATE: _____

SUPERVISOR: _____

DATE: _____