



**NEW DIRECTIONS COMMUNITY
OUTREACH SERVICES, INC.**

Taking The Community In A Positive Direction

JOB DESCRIPTION

Job Title: In-Home Counselor (QMHP)

Immediate Supervisor: Case Manager

Duties and Responsibilities:

- Provide intensive in-home, crisis-oriented counseling and case management to youths and their families.
- Act in a professional and courteous manner at all times while performing the duties of in-home counselor
- Work with clients to foster the development of new improved coping, problem solving, and communication skills, case management, etc. and any goals as directly related to the client individualized service plan.
- Develop individualized service plans in conjunction with referring agencies, other social services professionals, and any stakeholder directly involved the care of the youths and their families served.
- Implement service plans and monitor progress.
- Develop quarterlies reports and discharge reports
- Collaborate with LMHPs and Case Managers to develop KEPro for continued stay for clients served
- Educate family members regarding existing community services, and act as an advocate in connecting family members to these services.
- Respond, or arrange for a response to calls on "family crisis," on a 24-hour, seven days a week basis.
- Maintain up-to-date client records, and prepare the necessary reports in a timely and accurate manner.
- Participate in clinical supervision sessions on a regular basis.

- Conduct or participate in case reviews and staffing as required.
- Attend court when necessary and maintain close coordination with referring agencies on a regular basis
- Attend other appointments when necessary such as Doctors (Physicals), Psychological/Psychiatric appointments, IEP meetings, etc.
- Work collaboratively with other stakeholders such as FAPT team members, School Officials, Social Workers, Probation Officers, etc.
- Establish a good working relationship with other public and private agencies/services, and interface collaboratively with them and document it in the client Contact Sheets
- Support Directors and Administration as required.
- Assume self-empowerment, when applicable, to solve problems and act on opportunities, but maintain good communication with supervisor to be sure of the appropriateness of the actions taken.
- Promote and market the company through vendor fairs, community events, etc.
- This position requires a mandatory approved criminal registry and CPS check
- Requires a criminal record checks and checks of the registry of founded child abuse and neglect complaints
- Requires certification in CPR and First Aid
- Requires behavior management training approved by the state VA.

Minimum Qualifications:Education and Experience

To qualify as a QMHP (Qualified Mental Health Professional) to provide Intensive In-Home Services, the individual must have the designated clinical experience and must:

- i. be a physician; or
- ii. have master's degree in psychology or human services related field from an accredited college or university with at least one year of clinical experience; or
- iii. have a social work bachelor's or master's degree from an accredited college or university with at least one year of clinical experience with children or adolescents; or
- iv. be a registered nurse with at least one year of clinical experience with children and adolescents; or

- v. have at least a bachelor’s degree in a human services field or in special education from an accredited college and with at least one year of clinical experience with children and adolescents.

Clinical experience means providing direct clinical services to children and adolescents with mental illness. It includes supervised internships, practicum’s, and field experience. A human services field is defined as social work, psychology, sociology, or counseling.

Knowledge, Skills and Abilities

Ability to listen effectively; knowledge of child and adolescent development; knowledge of factors which may contribute to family dysfunction; knowledge of behavioral management techniques; general knowledge of community resources and services; knowledge of crisis intervention strategies; good problem solving skills; ability to maintain effective working relationship with other social services providers, service purchasers, and clients; ability to communicate effectively both orally and in writing.

Your Signature below states that you understand the details of the position and you will adhere to it.

EMPLOYEE SIGNATURE

DATE