

# MEADOWLARK HOUSE

11154 Kliesen Street Suite 3  
Dodge City, Ks 67801  
620-789-0396

---

## Meadowlark House Child Advocacy Center Job Description: Therapist (15 Hrs)

**AGENCY MISSION:** Meadowlark house is a collaborative effort dedicated to providing a safe environment that promotes prevention, education, and intervention services to abused and neglected children and families.

**Basic function:** The MLH Therapist will be responsible for assisting the child and his/her family in achieving safety, decrease in symptoms associated with the current sexual abuse/physical abuse/traumatic events, increasing coping skills, identifying areas of increased emotional strength, and identifying and establishing relationships within the child's system that offer increased opportunities for support and healing. These goals may be achieved through individual therapy with the child, individual sessions with the child's (non-offending) parent/caretaker, joint sessions with the child and appropriate others. These goals may also be achieved through application of a variety of approved modalities: cognitive, behavioral, trauma-focused CBT, system's theory, psycho-educational, play therapy or some combination of all the above. All theoretical approaches should operate from a strengths based perspective.

### **EDUCATION:**

BSRB Licensed, Master's degree in Social Work, Marriage & Family Therapy, Psychology, or other closely related human services area. Must maintain appropriate licensure, credentials, and continuing education for performing therapy with children and families. Completion of a Trauma-Informed or Trauma-Focused Cognitive Behavioral Therapy education is required (can be completed following hire). Certification is encouraged.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

- Provide assessment and therapeutic services to child victims of abuse and their non-offending caregivers/family members.
- Contact the parent/non-offending caregiver/legal guardian within 5 days of receiving referral from MLH Advocate/ Coordinator.
- Schedule an intake session within 10 days of receiving referral from MLH Advocate/ Coordinator.
- Consult and communicate with the MLH advocate and Coordinator regarding referrals and case information to assess for appropriate therapeutic intervention.
- Schedule appointments and make follow-up contacts on missed appointments or cancellations.
- Develop individualized treatment plans indication goals, method and length of treatment.

- Utilize approved treatment modalities that are based in trauma focused interventions.
- Provide psycho-education to non-offending caregiver/family members to clarify their roles in the treatment process and increase their ability to be supportive and protective of their child/children.
- If qualified, may conduct play therapy sessions.
- If therapeutic intervention needed is outside the scope of expertise, will refer appropriately to meet client's needs.
- Understand and utilize the MLH guidelines for services delivery and communication with partner agencies.
- Coordinate with appropriate agencies providing services to clients and families.
- Attend and actively participate in MDT meetings, including presentation of cases when requested or necessary.
- Attend and testify in court when needed on MLH cases. \_\_\_\_\_
- Maintain records o all children and families including but not limited to services provided, length of time a case is active, and a log of all referrals made to other agencies.
- Maintain demographic information and statistic as needed.
- Respect confidentiality of clients.
- Participate and present approved educational programs within the community as a resource for child abuse and protection issues, on an as needed basis.
- Attend conferences, trainings and supervision as needed to maintain current licensure.
- Expectation to function as a mandatory reporters as defined in K.S.A. 38-2223.
- Represent the Child Advocacy Center in related activities, including fundraising initiatives and community outreach.
- Perform other task and responsibilities as requested to assist with everyday functioning of the center.

## **ATTENDANCE:**

The MLH hours are 9:00 am- 5:00 pm, Monday through Friday. While hours are flexible within the framework, the Therapist must be prompt for scheduled sessions, programs and services while representing the MLH in a professional manner. Some evening hours may be requested.

## **KNOWLEDGE AND SKILLS:**

**Experience:** Working knowledge of child maltreatment, victim' rights, cultural diversity, and community resources. Possess the ability to effectively serve children and families experiencing trauma from abuse. Experience conducting assessments, providing therapeutic interventions, and creating individualized treatment plans is required.

**Interpersonal Skills:** Excellent written, oral and interpersonal communication skill.Is are necessary. Ability to work with children of all ages, but possesses particular expertise and/or interest in working with children ages 6-18, and their families. Able to work within a multidisciplinary team environment.

**Comments:** This position description outlines the major duties of this position. It does not include all aspects of the position such as the potential additional duties assigned by supervisors and the requirement for flexibility in helping others for the agency's overall benefit.