



P.O. BOX 782  
Mt Sterling, KY 40353

859-497-0594  
fax 859-432-1025

---

---

## **SCHOOL-BASED THERAPIST JOB DESCRIPTION**

**POSITION TITLE:** School-Based Therapist

**REPORTS TO:** Executive Director

**GENERAL DESCRIPTION:** To provide school-based mental health services to a diverse student population. Clinicians will provide continuity of care throughout the school year.

### **MAJOR RESPONSIBILITIES:**

1. Deliver person-centered, culturally sensitive, trauma-informed assessment and treatment using evidence-based interventions.
2. Utilizes a strengths-based approach in collaborating with family systems, school staff, and community partners. May participate in community collaboration and treatment team meetings in support of students.
3. Meets NewSong Counseling Center's (NSCC) standards for:
  - Client care/billable hours
  - Treatment planning
  - Documentation standards
- Maintains professional licensure and certifications as required for the program.
- Provides consultation, education and training to school personnel as requested.
- Participates in crisis assessment, coordination, and follow up in partnership with school and family systems.
- Assists school counselors and social workers in providing case management services to students and families.
- Attends staff meetings, individual and group supervision, required trainings, and other meetings as requested/required.
- Provides referral and linkage to community resources.
- Works cooperatively and constructively as part of an interdisciplinary team.
- Service goals include, but are not limited to, providing prevention, early intervention, and treatment services to students individually or in groups.
- Position provides crisis intervention services, including assessment, coordination, and follow up.
- Delivers and documents individual, group, crisis intervention and case management services to clients designated by NSCC and the school district. These services may be delivered at school site or via telehealth.



P.O. BOX 782  
Mt Sterling, KY 40353

859-497-0594  
fax 859-432-1025

---

---

### **NSCC-WIDE ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Responsible for keeping client information confidential by adhering to Kentucky law and policies and procedures of NSCC.
- Responsible for compliance with applicable federal, state, and local laws; professional practice acts and ethical guidelines; policies and procedures of NSCC; and contractual guidelines.
- Responsible for supporting NSCC's Vision, Mission, and Values by practicing and modeling a culture of wellness.
- Completes all administrative paperwork and documentation/time sheet (billing and personnel/payroll) as requested/required.
- Completes required competency training as requested or selected by supervisor.
- Reviews and acknowledges NSCC's policies and procedures as requested/required.

### **DESIRED EXPERIENCES AND QUALIFICATIONS:**

- Master's level degree in one of the recognized mental health professions.
- Kentucky License preferred (LPCC, CSW, MFTA, LPA); must be license eligible.
- Experience identifying and implementing evidence-based practices while working with children, adolescents and/or families.
- Experience with youth facing challenging situations.
- Experience in a school-based program preferred.
- Demonstrated ability to develop positive and collaborative relationships with clients, families, colleagues, and others in the human services field.