



ARISE COUNSELOR

Position Title: Arise Counselor Exemption Status: Part-time Contract Employment
Position – Grant Funded

Reports to: Director

Hours: PRN Salary: \$60/ session

Counselors under contract with Arise will provide services in a clinical setting under the direction of the Program Director and Counseling Clinical Director. Counselors have clinical and consultative responsibilities that are carried out in cooperation and collaboration with other mental health providers and community agencies. Arise believes that by offering unconditional support, information and a safe environment for change, the person who has been sexually assaulted can take steps to regain control of her/his life and make the transition from victim to survivor. Arise service standards include being acceptable, accessible, accountable, open, responsive, functional, compassionate and unbiased.

Functions:

- Screens and assesses the degree and kinds of emotional and social disturbances of clients and plans their proper treatment or disposition.
- Plans treatment in conjunction with client and implements treatment plan.
- Coordinates and implements discharge planning through consultation, referral and follow-up sources.
- Maintains clinical records in accordance with standard State requirements.
- Provides individual and group counseling on an as requested basis. Arranges for /or provides family or co-joint counseling when appropriate.
- Serves as liaison with other agencies and service providers for coordinated individual client services.
- Makes critical assessments regarding client crises situations (ex. suicide risk assessment).

- Participates in evaluation of counseling program for internal audit of program effectiveness and efficiency.
- Participates in Quality Assurance assessments and meetings.
- Provide flexible times for appointments in order to meet clients' needs.

Duties related to Functions:

- Provide Program Director with times available for appointments, or schedule appointments with clients as requested.
- Keep files updated with current assessments, treatments plans, supervision reviews and changes in client demographic information.
- Arrange for supervision, if necessary.
- Complete release forms as needed.
- Provide information for client satisfaction survey, as needed.

Non Essential Functions

- Performs other duties as assigned.

Qualifications:

- Master's Degree
- The Contractor agrees to maintain the appropriate certification and license to furnish copies to Arise.
- The Contractor shall comply with all applicable State and Federal laws, licensing standards and regulations, and shall maintain appropriate licensing.

Environmental Conditions

- The ability to work in varying degrees of temperature (heated or air conditioned).
- The ability to work under extreme pressures.
- The ability to handle victims with the utmost care and respect.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit;

use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific visions abilities required by the job include close vision, distance vision, color visions, peripheral visions, depth perception, and the ability to adjust focus.

I have read and fully understand my job description, as a Counselor for Arise Sexual Assault Services, and as a contract employee of Roosevelt General Hospital. _____

I realize this is a contract employment position, and either party has the ability to terminate this contract by providing written notice to the other party. _____

I _____ agree to provide and maintain job requirements of Arise Sexual Assault Services, Roosevelt General Hospital under the direction of the New Mexico Coalition of Sexual Assault Program, Inc.

Printed Name

Signature

Date

Program Director

Signature

Date