



Clinical Specialist – Therapeutic Foster Care (TFC)

Location: Pierre, SD

Agency: Capital Area Counseling Service

Employment Category: Full-time

Employment Type: Hourly

Wage: \$18.90 - \$22/hr., DOE

Benefits: health, dental and life insurance coverage; retirement participation; paid holidays; and vacation and sick leave

*CACCS is a National Health Service Corps (NHSC) approved site which can provide opportunities for student loan reimbursement.

Position Description

The Clinical Specialist provides supportive mental health related services to youth and foster parents.

Responsibilities for this position include:

- Provide mental health support services for youth and families in accordance with a System of Care model
- Provide case management services and support the treatment (foster) family
- Develop with the client and family the client's case service plans, crisis plans, and other clinical documents necessary to outline services being provided
- Regularly review and assess client's status with their goals and adjust as needed
- Utilize evidence-based techniques when working with clients
- Complete and maintain documentation required by the State or other funding sources and track all deadlines
- Adhere to all agency policies and state and federal laws regarding confidentiality of medical records
- Ability to work within a team including other community partner agencies and client's family and peers.
- Work hours will include some evening and weekend hours.
- Complete appropriate client assessments, evaluation and reports for new and existing clients
- Provide assessment, referral and case management services to clients with complex problems and who have been hospitalized for suicidal thinking or attempts.
- Provide case management and supportive counseling to clients and families.
- Provide emergency on-call foster parent support.
- Facilitate various skill-building groups by planning activities for each session, preparing lectures and performing administrative duties.
- Develop and facilitate involvement of formal and natural supports.
- Assist in developing Case Service Plans offering clinical and other supports and input.
- Identify, report on, and document client needs, intervention methods, goals and progress by accurately documenting all progress notes and reviewing charts for compliance.
- Meets annual TFC training requirements.

Requirements

- At a minimum an associate degree in the social sciences or human services field and may not have on record a substantiated report of child abuse or neglect.
- Knowledge of mental health services
- Knowledge of working with special client populations
- Knowledge of working with substance abuse
- Ability to work as part of a team
- Ability to understand and use good community networking skills
- Ability to use negotiating skills to resolve problems
- Ability to remain calm during a crisis and respond effectively
- Ability to provide therapeutic services to clients with complex emotional disturbances and complicating family dynamics
- Ability to maintain professional boundaries with clients
- Ability to transport self to provide off site services to clients
- Ability to maintain information within HIPAA guidelines and organizational policies
- Management of work processes along with strong computer skills
- Ability to be flexible especially with scheduling
- Ability to perform and prioritize multiple functions and tasks
- Strong communication, organizational, and planning skills
- Ability to work under pressure and plan personal workload effectively
- Must be able to work independently and embrace challenges
- Ability to establish and maintain effective working relationships with clients
- Ability to identify and evaluate solutions
- Ability to work as part of a team
- Excellent computer skills/proficient in computer applications, specifically MS Office
- Ability to meet deadlines
- Must possess a valid driver's license
- May need to use personal vehicle for work-related tasks and must provide proof of insurance

To apply go to www.cacsnet.org and complete our application. Email the completed application and your resume to kellie.shuman@cacsnet.org

For questions contact Kellie Shuman at 605-224-5811.