

# UNION SETTLEMENT

## JOB ANNOUNCEMENT

Union Settlement Association is an on-the-ground resource for East Harlem residents of all ages, and a passionate advocate for the needs of underserved communities. Since opening our doors in 1895, we have brought education, wellness and community-building programs to our neighborhood, empowering New Yorkers with opportunities to better their lives. More than 350 staff work in our organization, and our services impact 10,000 people every year. By helping our neighbors realize their goals, we build the vitality and success of East Harlem. For more information about Union Settlement, please visit our website at [www.unionsettlement.org](http://www.unionsettlement.org)

**Position:** Senior Psychotherapist  
**Department:** Mental Health Services  
**Reports to:** Clinical Supervisor  
**Hours:** Full-time  
**FLSA Status:** Exempt

### **Position Summary:**

The Senior Psychotherapist/Clinical Social Worker is responsible for clinical oversight of a maximum of 5 psychotherapist while providing group psychotherapy and supportive counseling to clients. Responsibilities include on-call rotation and weekly closing of clinic.

### **Responsibilities:**

- Provide individual, family, couples, and group psychotherapy and supportive counseling to clients.
- Provide comprehensive assessment of all clients on caseload.
- Conduct treatment planning for all clients on caseload.
- Provide crisis intervention for all clients on caseload.
- Provide psycho-education to clients.
- Conduct outreach to clients in order to ensure their attendance at appointments.
- Complete all appropriate documentation for each client on caseload.
- Collaborate with other service providers to bring services to clients.
- Actively participate in supervision, clinical case conferences and educational seminars.
- Actively participate in professional development activities.
- Supervise a caseload of psychotherapists.
- Responsible for annual evaluations of staff supervised.
- Required to be part of the on-call rotation.
- Responsible for closing the clinic one night a week.
- Responsible for handling clinic crisis and consults when closing the clinic.
- Maintain abreast to updates to standards, best practices and laws in consultation with Clinical Supervisor and Director of Mental Health.
- Additional duties as assigned by supervisor and/or Director of Mental Health.

**Qualifications:**

- Degree requirements Masters in Social Work or Creative Arts Therapy.
- Minimum of 3 years post Master's degree of progressive clinical experience in a multi-facility setting.
- LCSW or LCAT required.
- Excellent computer skills and ability to learn data management systems.
- Excellent organizational ability and interpersonal skills.
- An appreciation for the needs of the East Harlem community and the importance of the social service work performed by Union Settlement.

**To Apply:**

Please send Cover Letter, Resume, Salary Requirements, and 3 References to: [mentalhealthcareers@unionsettlement.org](mailto:mentalhealthcareers@unionsettlement.org). Please indicate Senior Psychotherapist in the subject of e-mail.

**UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY  
EMPLOYER**