

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.

Position: Bilingual Psychotherapist, Elementary School Site
Department: Mental Health Services
Reports to: Clinical Supervisor of School Based Clinics
Hours: Full-Time
Salary: \$58,500 (with comprehensive benefits package)
FLSA: Exempt

Position Summary:

In partnership with the Clinical Supervisor of School Based Clinics, the Bilingual Psychotherapist is responsible for collaborating with elementary school staff, clients, and parents to ensure that clients are receiving the appropriate mental health treatment. The Bilingual Psychotherapist will be a part of a team that works to improve the health of clients and their families, making the community stronger.

Responsibilities:

- Oversee the day-to-day operations of the school clinic.
- Work in close collaboration with elementary school staff to include the principal, teachers, deans, guidance counselor, parent coordinator and school social worker to receive referrals and coordinate treatment.
- Maintain ongoing and close communication with supervisor in regard to any and all aspects of the clinic.
- Meet monthly productivity expectations.
- Provide individual, family, and group psychotherapy to clients at an elementary school site.
- Provide comprehensive assessment of all clients on caseload.
- Conduct treatment planning for all clients on caseload.
- Provide crisis intervention and psychoeducation for all clients on caseload.
- Provide psychoeducation to parents as collaterals such as parenting skills, substance abuse, coping with a disability, risk of child abuse/neglect, advocacy, and negotiating health and mental health and educational systems.
- Conduct outreach to clients in order to ensure their attendance at appointments.
- Complete all appropriate documentation for each client on caseload.
- Coordinate and maintain collaborative relationships with neighborhood agencies as a liaison between school and the community.

- Actively participate in supervision, clinical case conferences and educational seminars.
- Actively participate in professional development activities.
- Additional duties as assigned by supervisor.

Qualifications:

- Degree requirements Masters in Social Work required.
- LMSW or LCSW license required.
- Bilingual (English/Spanish) required.
- Ability to work independently at a satellite clinic (or at a host site).
- Excellent computer skills and ability to utilize 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. Please indicate Bilingual Psychotherapist in the subject of e-mail.

UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER