Class Code: 3803
Community Education and Counseling Series
Counselor Group

Overtime Code: Exempt Pay Grade: 67

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<u>DEFINITION</u>: Under general supervision, performs professional work of considerable difficulty in providing treatment services to clients having mental/emotional, behavioral, substance use, anxiety and depressive disorders; performs related work as assigned.

FAMILY THERAPIST

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Provides complex and multiple psychotherapeutic techniques in treating groups, individuals and families; manages extraordinarily difficult cases and cases involving multiple problems of clients; provides psychological assessments and services to a broad range of clients; serves as primary counselor; assists family in determining a treatment plan for therapy; provides long-term therapy to children and family with severe psychological and behavioral problems.

Receives referrals and performs intake interviews; conducts clinical assessments and diagnosis; develops treatment plans; documents activities and therapeutic progress; prepares clinical updates for referral sources; enters progress notes in appropriate electronic health records; attends clinical reviews; participates in clinical supervision; schedules appointments for clients; provides therapeutic home- and school-based visits; supervises staff; provides in-service training and guidance to staff; collaborates with other programs and service providers; attends meetings and training.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of the principles and practices of psychological therapy.

Knowledge of the principles and practices of behavioral sciences, including testing, diagnostic evaluation, rehabilitative therapy and behavioral conditioning.

Knowledge of case management.

Skill in conducting group and family therapy.

Skill in interviewing and psychological/developmental evaluation.

Skill in developing and implementing therapeutic techniques.

Skill in communicating effectively in both oral and written forms.

Skill in interacting with patients from various social, economic, cultural, spiritual and psychological background.

Ability to apply the principles of behavioral sciences to individual and group behavior.

Ability to establish and maintain effective working relationships with others.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves interaction with clients to provide therapy.

MINIMUM QUALIFICATIONS:

• A Master's degree in Clinical Psychology, Counseling, Social Work or related field; and four (4) years of professional psychotherapy, counseling or social work experience, two (2) years of which must have been in a clinical setting.

SPECIAL REQUIREMENTS:

- A favorable background investigation.
- Possess a valid state driver's license.

THE NAVAJO NATION

Class Code: 3803 Community Education and Counseling Series Counselor Group

Overtime Code: Exempt

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FAMILY THERAPIST

 Licensed Master Social Worker (LMSW) or Licensed Mental Health Counselor (LMHC) or equivalent license for clinical practice.

PREFERRED QUALIFICATIONS:

- Licensed Independent Social Worker (LISW), Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT) or Licensed Professional Clinical Counselor (LPCC).
- Proficient in Microsoft Office software or other computer applications.

Supplemental Requirements:

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of date of hire. Incumbent must obtain a Licensed Independent Social Worker (LISW), a Licensed Professional Clinical Counselor (LPCC), a Licensed Marriage and Family Therapist (LMFT), Licensed Professional Mental Health Counselor (LPMHC) or equivalent Independent license for clinical practice within three (3) years of date of hire.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.

DPM 2 REVISED: 04/14/2023