Job Description

Behavioral Health Specialist/Social Worker

The Behavioral Specialist will conduct therapeutic group sessions for children participating in the Grandma’s Kids after school program. S/he will work with each of our 3-4 Grandma’s Kids schools for 10 to 12 weeks during 9 months of the school year (September, 2014 to June 2015). This person will also facilitate a monthly group for kinship caregivers.

DUTIES/RESPONSIBILITIES:

- Facilitate one hour group sessions with a minimum of 15 students at 3-4 school sites.
- Submit four (4) lesson plans/group design to the Program Manager and the Executive Director on the third Friday of every month for student sessions.
- Create treatment plans, defining and prioritizing the areas to be addressed, working with the students and caregivers to develop short and long term goals and the strategies for achieving them within a given time frame.
- Facilitate one (1) Caregiver group per month and submit agenda one week before facilitating sessions.
- Recruit guest presenters for the monthly Caregiver Empowerment Group.
- Provide a minimum of three (3) community resources per month for the children and caregivers.
- Maintain regular contact with other agencies/professionals regarding client progress through phone calls, letters, and/or monthly reporting.
- Complete and maintain individual and group counseling notes and documentation within 24 hours. All contacts, interventions, and meetings must be documented in Data Assessment Plan (DAP) note format.
- Represent Grandma’s Kids at conferences through attendance and/or workshop presentations.
- Perform other duties as assigned and follow all rules, policies and procedures of the Grandma’s Kids after school program.

QUALIFICATIONS:

- Graduate Degree in Social Service or Social Work and prior clinical experience with children and caregivers; or a Baccalaureate Degree in Social Work or a relevant human services field such as Sociology, Special Education, Counseling, and Psychology with a minimum of 3 years of experience working with children and caregivers.
- Able to multi-task and perform in a fast paced environment.
- Must be professional, diplomatic, focused, and non-judgmental in difficult situations

Contact:
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