

**SPECIAL SERVICE FOR GROUPS
JOB ANNOUNCEMENT**

Title: Behavioral Health Counselor (Orange County)

Division: APAIT Health Center

FLSA: Non-Exempt

Supervisor: Program Coordinator

Pay Rate: Commensurate to experience, plus comprehensive benefits

Date: 9/5/2013

Summary

Under the administrative direction of the Orange County Program Coordinator and clinically supervised by a licensed mental health provider, the **Behavioral Health Counselor (BHC)** will be responsible for the day-to-day implementation of supervised professional mental health counseling activities to youth as well as individuals living with HIV/AIDS in Orange County. The BHC will provide culturally appropriate/competent support programs for HIV infected and affected clients and will be involved with all components of the Mental Health program. Experience building and/or organizing diverse ethnic and cultural communities is a must, including, but not limited to the following target populations: people of color, gay/lesbian/ bisexual/ transgender/questioning community, monolingual and/or undocumented immigrants, substance users, and homeless persons, of varying ages. This is a part-time position (30 hours per week) requiring flexible hours including evenings, weekends, and some holidays.

▪ Essential Functions

1. Conduct client intake into mental health program services.
2. Provide clinically supervised individual counseling and group support under the direction of a professional mental health clinician.
3. Conduct drop-in socialization-model psychosocial treatment activities.
4. Implement programmatic scope of work at a minimum of 85% completion rate.
5. Maintain and develop care team program training, protocols and policies under the supervision of a professional counselor.
6. Promote the availability of psychosocial services to prospective clients.
7. Provide necessary program documentation, including the completion of reports, administration of evaluation tools, and other program related assignments.
8. Attend Unit, Case Conferences, Agency and Community meetings
9. Other activities as required to conduct program and agency objectives.

▪ Minimum Qualifications - Knowledge, Skills and Abilities Required

1. Licensed, registered or eligible MSW, MFTI, Psychology Assistant or equivalent from an accredited college or university with major work in clinical social work and/or marriage and family therapy.
2. Basic knowledge of HIV/AIDS, and related issues.
3. Valid California driver's license, plus proof of car insurance.
4. Reliable transportation.
5. Bilingual in Spanish and/or an Asian language.
6. Ability to coordinate multiple tasks/projects simultaneously in a high pressure environment.
7. Ability to work with diverse communities (e.g., multi-gender, ethnic, generation, lingual, lesbian, gay, bisexual, transgender, substance use).
8. Great attitude and people skills a must.
9. Strong written and oral skills necessary for program narrative reporting and presentations.
10. Verification of employment eligibility.
11. Passing of background check.
12. Updated tuberculosis test (annual requirement) – read, reviewed and dated by a clinician.

▪ Non-Essential Qualifications - Knowledge, Skills and Abilities

1. Currently registered or licensed through the Board of Behavioral Science.
2. Strong leadership skills

▪ Supervisory Responsibilities

1. This position does not have formal supervisory responsibilities.

▪ Environmental Conditions (Working Conditions)

1. Ergonomically safe office environment with desktop computer, desk, chair, natural light from windows.

▪ Physical Requirements

1. In the course of performing this job, this position typically spends time sitting, standing, walking, frequent driving, carrying (max.20lbs), lifting (max. 20lbs), listening, and speaking.

▪ Mental Requirements

1. This position requires someone that can accommodate to any/all of the following: constant distractions, interruptions; uncontrollable changes in priorities/work schedules; and availability for on call/duty after regular working hours, and exposure to inappropriate behavior and language of others

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