



# Town of Branford Job Announcement

## Mental Health Clinician/Social Worker Flexible Days and Hours/Full-Time

**Department:** Branford Counseling &

Community Services Center

**Location:** 342 Harbor Street, Branford 06405

**Employment Type:** Exempt/Full Time

**Hours:** Monday-Friday, Flexible 40-hour week  
schedule

**Pay Range:** \$61,000 to 67,000 per fiscal year

Generous Employee Benefits

**PLEASE SEND YOUR RESUME & COVER LETTER TO: [CAREERS@BRANFORD-CT.GOV](mailto:CAREERS@BRANFORD-CT.GOV)**

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Join the well-regarded **Branford Counseling and Community Services Center** to provide **direct clinical psychotherapy to our Branford community** residents. The Clinician is responsible for the overall management of their assigned caseload, with support provided by our administrative staff. Clinical psychotherapy experience with families, groups and individuals is preferred. This is a special clinical opportunity to grow your professional knowledge working in a team setting with other experienced Clinicians.

### **Essential Job Functions:**

Provide a minimum of 22 billable direct clinical psychotherapy hours per week or its equivalent with additional assignments; may include crisis intervention services to children, youth, adults, and families; provide case management or referral information as needed and develops proficiency with the agency electronic health record program.

- Complete a diagnostic evaluation for each client utilizing the DSM-V and ICD-10 criteria (mental, emotional, behavioral, development and addictive disorders); develop and update treatment plans for each client; completes progress notes after each session, monitor and report effects of medication; assess risk of self- injury to client or risk of injury of others; complete discharge summaries in a timely manner.

- Review cases with other clinicians and supervisors; involvement in multidisciplinary team environment and case management/conferences.

- Prepares documentation for insurance reimbursement in a timely manner.

- May oversee/run group counseling sessions.

- Mandatory reporting of abuse against children, elderly and adults with intellectual disabilities

- Maintain HIPAA policy and guidelines.

- Participates in “on-call” rotation to provide crisis intervention services.
- May supervise interns
- Assists with community programs as needed.

**Other Functions:**

Performs similar or related work as required, directed or as situation dictates

- The Counseling Center provides clinical professional development opportunities
- May plan special programs such as annual meetings or educational programs
- Assists other department staff as needed to promote a team effort to serve the public

**Supervision:**

*Supervision Scope:* Performs varied and responsible professional duties requiring a strong knowledge of psychiatric counseling services; and an exercise of judgment and initiative to effectively and efficiently provide counseling services.

*Supervision Received:* Works under the general direction of the Assistant Director/Clinical Director and follows professional standards, procedures and policies.

*Supervision Given:* May supervise interns providing instructions as needed and monitoring performance.

**Minimum Required Qualifications:**

Education, Training and Experience:

The qualifications require a master's degree in social work, marriage and family therapy or counseling; LMSW, LPC-A or LMFT-A

Special Requirements:

*Knowledge:* Thorough knowledge of the principles and practices of modern professional and social work methods such as intake processes, counseling, casework, treatment plans, assessments, diagnosis, etc.; thorough knowledge of the principles and practices of modern psychiatric counseling and group methods; knowledge of treating populations across the diagnostic spectrum including severe psychiatric disorders and mental illness; knowledge of ethics of professional social work; knowledge of family and interpersonal relationship dynamics; knowledge of State Statutes and eligibility requirements for health benefit programs as well as legal issues relating to counseling services and reporting issues; knowledge of psychiatric hospitalizations and psychiatric medications; knowledge of available town, state, federal and private resources; knowledge of appropriate electronic health care systems; knowledge of HIPAA regulations

*Ability:* Ability to deal with distressed children, families, adults, senior adults, mental health clients; ability to recognize and identify problems, crisis and treatment plans; ability to prioritize problems and clients to determine which issues need to be addressed first; ability to diagnose psychiatric diseases; ability to deal with emergencies; ability to maintain working relationships with all clients, state, federal and regional agencies, etc.; ability to provide clinical services, crisis intervention services and to supervise interns; understand regulations of programs and assist with appropriate applications; ability to multitask; ability to maintain confidential records; ability to prepare reports in oral and written form; ability to use computer systems and data bases; ability to independently apply current psychiatric treatment modalities to address client needs.

*Skill:* Excellent verbal and written communication skills; successfully demonstrated an aptitude for working with families, adults, senior adults, disabled, and youth and maintaining effective working relationships with various groups; excellent problem solving and conflict resolution skills; aptitude for working with paperwork and details; skill in using the mentioned equipment.

*(This position description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)*

**The Town of Branford is an equal opportunity employer, women, minorities, and veterans are encouraged to apply. Candidates who are offered positions must successfully pass a substance abuse test, and background screening given at the Town's expense.**

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