

# FAMILY & CHILDREN'S SERVICE

## Job Description

**Position:** Full-time Bilingual Clinician (Temp to Permanent)

**Reports to:** Family Alliance Program Director/ ED

### **Family Alliance Bilingual Clinician Responsibilities:**

- Provide weekly in-home counseling (more often if there is a crisis) to parents/children/families.
- Work collaboratively with families towards goal completion as defined by DCF.
- Conduct an initial psycho-social assessment for families.
- Create and enter treatment plans and progress reviews on Virtual Gateway.
- Provide additional clinical support by attending court hearings, DCF meetings, foster care reviews, and school meetings.
- Make timely and necessary referrals for long term community support for families.
- Maintain current files/progress notes.
- Maintain weekly contact with DCF and Family Networks.
- Participate in weekly group clinical supervision/treatment meeting.
- Participate in weekly individual supervision with clinical supervisor.
- Participate in programmatic supervision with program director.
- Assist with training of new staff/ interns.
- Participate in activities to promote Family Alliance at local DCF offices.
- Flexible hours to meet the needs of the program.

### **Other responsibilities:**

- Facilitate parenting support groups at JOI.
- Attend staff meetings as required.
- Participate in the development and implementation of program needs assessment and program design process, when required.
- Collect data and document project activities as needed for program evaluation.
- Attends Agency staff meetings.
- Other duties as deemed necessary.

**Qualifications:** Experienced, licensed/license eligible, bilingual MSW or Master's Level Clinician with a degree in a related human service field. The candidate will be assigned primarily to our Family Stabilization Program. This Clinician must be fluent in both English and Spanish and have had prior experience working families who have been placed at-risk. Focus of attention will be upon providing home visits, making referrals to community supports, maintaining documentation, and providing short-term solution focused therapy.

Family and Children's Service of Greater Lynn is an equal opportunity and affirmative action employer and seeks to employ individuals based upon their qualifications, experience, and ability to perform the position responsibilities. The Executive Director reserves the right to add to, delete, or change any qualification(s) detailed in this job description as it relates to the hiring process.

Family and Children's Service is an affirmative Action/Equal opportunity employer. All qualified applicants will receive consideration without regard to race, national origin, creed, sex, age, sexual orientation, disability or any other lawfully protected class.

Cover letters and Resumes may be sent:

Kate Walton  
Human Resources  
111 N Common St.  
Lynn, MA 01902  
or [jobs@fcslynn.org](mailto:jobs@fcslynn.org)