



POSITION DESCRIPTION: ASSISTANT PROGRAM DIRECTOR / THERAPIST, SCHOOL AND HOME BASED THERAPY PROGRAM

The Wendt Center for Loss and Healing, a non-profit, outpatient mental health center specializing in bereavement and trauma, is currently seeking an experienced clinician to join and help lead the Resilient Scholars Project (RSP) Team of clinicians. This is a great opportunity for a clinician who wants a blend of in the field experience with management and administrative responsibilities.

STATUS: Full-time, exempt

REPORTS TO: Program Director, Resilient Scholars Project

PRIMARY FUNCTION:

Assist RSP Director with the implementation and evaluation of RSP trauma and grief focused, school and home based clinical services with children and their families who were referred for exposure to trauma and/or loss and symptoms of depression, anxiety, and/or PTSD. Provide group and individual therapy to a reduced sized case load of school age children. Provide clinical supervision to assigned staff and interns.

RESPONSIBILITIES:

- Understand and uphold the Center's philosophy and mission.
- Maintain strict confidentiality.
- Provide weekly group and individual therapy services to children/adolescents at assigned school and community partner locales utilizing Trauma Focused Cognitive Behavioral Therapy (TF-CBT) and other appropriate theoretical approaches.
- Follow RSP curriculum while adjusting to participants' needs and incorporating own clinical style and specializations.
- Provide coaching/psychoeducation to parents/caregivers of all assigned RSP participants.
- Make referrals to appropriate internal and external resources.
- Provide individual case consultation and crisis support to partner staff as needed.
- Conduct trainings for partner staff when requested.
- Collect clinical data required to track client progress for program outcome evaluation and funder reporting.
- Supervise assigned clinicians and interns and sign off on clinical documentation as required.
- Run weekly reports for the RSP-School Based Program to review and monitor documentation completion and client contact.
- Assist with preparation of funder reports.
- Participate in and lead (in RSP Director's absence) regular program meetings.
- Assist with interviewing and onboarding of new staff/interns.
- Co-chair the RSP Advisory Board.

QUALIFICATIONS:

- Independently Licensed Clinical Social Worker in DC (LICSW REQUIRED).
- Experience conducting group and individual trauma therapy.
- Experience working with urban and minority youth populations with exposure to trauma.
- Understanding of trauma sensitive approaches.
- Understanding of child development, trauma & toxic stress and its impact on learning, behavior, and development.
- Experience managing programs/projects with evaluation, administrative and clinical components.
- Experience supervising clinicians and/ or clinical interns.
- Experience with reporting and working on grant-funded projects.
- Training in TF-CBT preferred.
- Experience with electronic data collection.
- Strong organizational and management skills.
- Experience in a non-profit setting preferred.
- Car required for ongoing local travel.

COMPENSATION AND BENEFITS:

Competitive salary commensurate with experience; benefits include paid holiday, vacation and sick time, flexible schedule, 403b, health insurance, life insurance and ongoing training and supervision.

TO APPLY:

Send resume and cover letter with job title as the subject to hr@wendtcenter.org. No phone calls please.

The Wendt Center for Loss and Healing is an equal employment opportunity employer and is committed to maintaining a non-discriminatory work environment. The Wendt Center does not discriminate against any employee or applicant for employment based on race, color, religion, sex (including pregnancy), national origin, age, disability, genetic information, veteran status, marital status, sexual orientation, or any other characteristic protected by applicable law.