**INTERNAL POSTING**

**04/17/18**

**Counselor**: F/T. School Based Counselor in Athens County. Degree in social work or counseling preferred. Priority candidate will be Dually Credentialed. Experience working with Adolescent population preferred. Verbal and written communication skills and word processing experience required.

**Job responsibilities include**: Providing assigned clinical work which includes individual and group support and treatment as planned with the consumer and parent if applicable and as assigned by the Clinical Director; conducting and completing Consumer assessments, diagnosis, reviews and planning as per agency policy and procedure including securing consumer and parental participation as applicable and within expected time frames with required documentation in the consumer record; assisting the consumer to achieve objectives and to maximize independence as applicable while demonstrating ability to follow through with services outlined in the individualized service plan and to maintain contact with the consumer and parents as per policy and procedure and as requested by the Clinical Director; coordinating and assisting with crisis intervention and stabilization making referrals for appropriate mental health, children services, and other agency referrals; notifying the Clinical Director when there is need for a referral or when other special needs arise; establishing and maintaining clinical work as assigned including following through to demonstrate ability to document written and verbal communication with referral agents and other service contacts; document service delivery in an accurate and timely manner and following agency and audit requirements; to maintain productivity and quantum rates set by the agency; attending required trainings as needed/assigned and maintains certification/licensure as required for the position and as instructed;. serving as leader in the clinical team and within the agency to establish and maintain professional relationships with clinical and support staff; demonstrate skills to enhance professionalism, skills development of self and others, and to adhere to legal codes and established code of ethics while carrying out duties and providing additional services and programming when requested by the clinical director.

Must have valid drivers’ license, vehicle insurance and a good driving record.

For immediate consideration forward letter of interest and/or resume by April 24, 2018 to: HR Department, 224 Columbus Road, P.O. Box 724 Athens, Ohio 45701. (740) 592-6724 Ext. 1016 or FAX (740) 592-6728 email ndotson@hrs.org, tlyons@hrs.org, or acarey@hrs.org EOE.