



**Job Title:** Sr. Mental Health Counselor

**Job Group:** X

**Location:** 951 Niagara St., Buffalo

**Reports to:** Program Director

**SUMMARY:**

As an experienced clinician, the Senior Mental Health Counselor works at a maximum level of independence and responsibility, often sharing responsibility for program operations with the Program Director. The majority of time is spent in direct client services, providing crisis and on-going counseling and psychotherapy to new and on-going clients.

**RESPONSIBILITIES:**

- Provide clinical supervision to assigned staff. May supervise student interns
- Reviews and signs treatment plans developed by program staff.
- Assigns new cases to staff according to client needs and staff skills.
- Conducts utilization review of client charts to determine completeness of chart, appropriateness of treatment, and medical necessity for continued care or recommendations for alternate care.
- Provides initial and on-going assessments of clients, including client history, evaluation of problems, and formulation of diagnosis.
- Develops initial and on-going treatment plans which describe the goals of treatment and the methods to be used.
- Provides individual, family and group counseling and psychotherapy to assist clients in achieving the goals of treatment.
- Assists clients with linkages to appropriate community resources to enhance treatment and recovery.
- With appropriate releases of information, communicates with others in client service systems to coordinate care. Such contract may include, but not limited to, primary care physicians, insurance companies and other service providers involved in the care of clients.

**QUALIFICATIONS:**

Master's degree in a human service field plus professional certification (e.g. LMSW or LCSW) plus at least three years of paid work experience in a mental health setting. Bi-lingual preferred, but not required.

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