

## **BestCare Treatment Services Position Description**

**Position Title:** Mental Health Clinician  
**Program:** Bend, Redmond, Klamath Falls, Prineville  
**Employment Status:** Full-Time Regular  
**FSLA Class:** Non-Exempt (Hourly)  
**Supervisor:** Mental Health Clinical Supervisor, Adult Program; Program Director  
**Revision Date:** September 2022

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### **Essential Functions:**

1. Work closely with other staff as a member of a treatment team.
2. Complete intakes, assessments and treatment plans as appropriate.
3. Provide one-on-one, group, and family counseling, and case management services, working collaboratively with treatment team members and other agencies, and document those services in the client file.
4. Lead psycho-educational, skill development, process, gender-specific, and family groups as assigned.
5. Work closely with referral sources, keeping them informed on the progress of the client, as needed and as compatible to client confidentiality and HIPAA.
6. Maintain documentation in a timely manner in client files.
7. Model appropriate counselor behavior to the newer staff, and help train and orient new staff to the program.
8. Other duties as assigned by the Program Director and/or Clinical Supervisor.

### **Minimum Requirements:**

1. Master's degree in psychology, social work, counseling, behavioral sciences, or related field required. Preference given to people with licensure.
2. Ability to develop strong collaborative relationships with a range of community partners is critical. Flexibility is a must.
3. Must be able to get along and work collaboratively with co-workers
4. Have the knowledge, skills, and abilities demonstrating competence in the following essential job functions: treatment of mental health and substance-related disorders including client evaluation and individual, group, family, and other counseling techniques; program policies and procedures for client case management and record keeping; and accountability for recording information in the client files assigned to them consistent with those policies and procedures and applicable OAR's.
5. Have demonstrated competencies to identify precipitating events; gather histories of mental, emotional and physical disabilities, alcohol and drug use and substance abuse disorders, past mental health services and criminal justice contacts; assess family, social, and work relationships; conduct a mental status assessment; document a multiaxial DSM diagnosis; write and implement or supervise implementation of a treatment plan; conduct and document a mental health assessment; and provide mental health treatment and rehabilitative services within the scope of his or her practice.

### **Tools and Equipment Used:**

Must have competency in using a computer for word-processing, data base and internet usage. Must be able to operate usual office equipment such a fax, telephone, and photocopy machine. Must have a current and valid driver's license.

**Physical Demands:**

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel or operate objects or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position requires the employee to dress in a professional manner that meets the standards for professional employees in Central Oregon.

**To Apply:**

Please complete an application using the link below along with a cover letter, resume, personal email address for communications and contact information for three supervisory references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](http://bestcaretreatment.org)