

Catholic Charities seeking Spanish speaking LCSW/Counselor in Boca Raton

Essential Duties and Responsibilities:

- Provides assessments and counseling to individuals, couples, families, children and groups, maintaining an average of 22 face-to-face counseling hours per week.
- Provides information and referrals.
- Oversees the administration of testing instruments such as pre/post tests and Session Rating Scales given to counselor's clients.
- Provides statistical, as well as data regarding outcome measurements, to be used in Agency reports to United Way or other funding sources and for CQI purposes.
- Advocates for clients when necessary and in client's best interest.
- Attends regularly scheduled (weekly) meetings with immediate supervisor.
- Participates in Quarterly Case Records Review, correcting one's own case files when deficiencies are found.
- Interfaces with other community agencies as much as possible for collaborative purposes.
- Maintains case records in a timely manner, with essential information deemed necessary to provide appropriate services.
- Becomes familiar with and carries out the policies and procedures of Catholic Charities.
- Supports and participates as needed in the accreditation or re-accreditation process.
- Attends agency meetings/staff development programs as required.
- Attends training sessions as determined by needs outlined in annual evaluation.
- Participates on a CQI team. This is a sampling of duties. Other tasks, responsibilities and duties may be assigned as needed.

Qualifications/Requirements:

- Masters degree in clinical social work
- 1-2 years experience in counseling children and adults; internships qualify.
- Licensed clinician in Florida required.
- English/Spanish required.



Job Title: Counselor/LCSW

Department: Counseling

Hours Worked: Full time -
37.5 Hours per week

FLSA Status: Non-Exempt

Location: Boca Raton

Reports To: Clinical Director

Pay Range: \$20 - \$21 hourly



Emailtmaia@ccdpb.org
to Apply