

## **Full Time Clinical Therapist**

### **Job Location:**

Resonance Center for Women  
1608 S Elwood Ave, Tulsa, OK 74119

### **NATURE & SCOPE:**

The nature and scope of this position is to provide substance abuse counseling services that are gender-specific, co-occurring, trauma-informed, and culturally competent to all Resonance clients.

### **BASIC FUNCTION & RESPONSIBILITIES:**

The incumbent must have a heart for Resonance, be loyal, believe in the mission and goals, and be available to support its staff and programs. Understand and be enthusiastically committed to meeting the needs of the people the organization serves. Maintain a sincere conviction that the organization performs a useful public service.

- Facilitate groups, provide individual counseling sessions, and perform other contract services as needed for Resonance therapeutic programs.
- Provide SASSI, ASI, and ASAM evaluations to clients
- Interface with DHS and ODMHSAS to provide comprehensive client services
- Maintain program files, completing written documentation in conformance with agency policies
- Assist in preparing program billings and maintaining budgets
- Attend staffing, trainings, etc. as pertains to continued and improved job performance
- Function as a member of the Resonance personnel team including information flow, attendance at meetings, and providing community awareness when needed
- Provide therapeutic status and needs to Board as requested
- Assist in maintaining program statistics, research information, and support development/grant-writing activities
- Conduct psychological evaluations as assigned
- Perform other duties as mutually agreed upon with the Executive Director

## **JOB SPECIFICATIONS & REQUIREMENTS:**

LADC, with LPC or LCSW preferred credentials or under licensing supervision.

- In-depth knowledge of substance abuse issues and related counseling, as might be gained through a master's degree in psychology or other counseling-related field or certification as an Alcohol and Drug Counselor
- Strong counseling skills.
- Ability to relate to target population.
- Knowledge of gender-specific, co-occurring, trauma informed, culturally competent needs and programming.
- Understanding of and alignment with the place and purpose of Resonance in the community.
- Effective communication/social skills.
- Strong analytical skills.
- Intermediate to advanced proficiency in MS Office.

KEY PERFORMANCE AREAS (measurable areas and results for which incumbent is accountable):

- Provision of counseling services
- Program coordination
- Program development
- Maintenance of clinical policies/procedures, activity in grant submission, and certification requirements

## **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this role, the individual is frequently required to talk, hear, stand, walk, sit, crawl, use hands to finger, handle or feel objects, tools, or controls, reach with hands and arms, climb, balance, taste and smell. The lifting requirement is up to 25 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

## **WORK ENVIRONMENT:**

The employee will work in an office and public service-delivery environment. Hectic situations can occur in the public areas of the facility characteristic to working with the client community and the related concerns and situations related to client personal challenges. Potential exists for volatile and unpredictable situations to occur. May experience exposure to strong odors such as soiled clothes and poor hygiene. Office site is located in early 1900s era residence; not all offices and other administrative areas in this residence are wheelchair accessible.

The qualifications, physical demands, and work environment described herein are representative of those an employee will encounter and must meet to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.

## **PAY AND BENEFITS:**

401(k), Dental insurance, Employee assistance program, Flexible spending account, Health insurance, Health savings account, Life insurance, Paid time off, Vision insurance

### **Job Type:**

- Full-time

### **Schedule:**

- Monday to Friday
- 8-hour shift

### **Salary:**

- \$ 53,000 - \$70,000 a year

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***This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.***

The above noted job description is not intended to describe, in detail, the multitude of tasks that may be assigned but rather to give the associate a general sense of the responsibilities and expectations of his/her position. As the nature of business demands change, so, too, may the essential functions of this position.

