

Job Title	Intake Specialist/Therapist
Employer/ Agency	Child Advocates of Fort Bend
Job Description	<p>Intake Specialist/Therapist position in an advocacy center providing trauma based therapeutic services to sexually abused and severely physically abused children and non-offending family members. Is responsible for managing the referral process and completing initial intakes and psychosocial assessments of all referred clients.</p> <ul style="list-style-type: none"> • Receive all therapy referrals from CAC staff and partner agencies • Follow-up with CAC staff and partner agencies regarding therapy referrals • Schedule and conduct psychosocial assessments to determine referrals to appropriate mental health services, including but not limited to individual therapy, group therapy, and community mental health providers • Document all contact with families • Maintain and track data required for funding sources and program evaluation • Attend bi-weekly Case Review Team meetings and provide status updates regarding therapy referrals • Assist Clinical Supervisor in the ongoing development of the intake process as needed • Provides individual, group, family and play therapeutic services to child victims and their non-offending family members • Provides evidence based treatment such as TF-CBT to clients • Provides pre and post assessments to clients to measure changes • Develops treatment plans for clients and updates those plans • Documents sessions through case notes • Provides brief crisis intervention when necessary • Participates in multi-disciplinary team case staffings • Provides court testimony in civil and criminal cases • Provides community education regarding child abuse and CAFB • Maintain network of community mental health providers • Maintains statistics and data entry as necessary for grant reports • Participates in the Children's Advocacy Center's on call program • Participates in CAFB awareness and fundraising activities • Perform other duties as assigned • May be required to bend and stoop and lift up to 20 lbs. In connection with assigned duties
Qualifications	<ul style="list-style-type: none"> • LMSW, LCSW, LMFT, LPC, LMFT-A or LPC- I license • Bilingual in English and Spanish preferred • Experience in working with abused children

	<ul style="list-style-type: none"> • Experience in providing specialized trauma treatment • Experience in providing individual, group, family and play therapy • Experience in providing crisis intervention services • Strong organizational skills and attention to detail • Ability to work in multi-disciplinary team setting • Good speaking and writing skills
Salary/Hours	Full time position with half day Fridays. Requires two evenings until 6pm. Salary. is commensurate with experience
Employer/Agency	Child Advocates of Fort Bend
Address	5403 Avenue N
City, State, Zip	Rosenberg, TX 77471
Contact Person	Fiona Remko, LCSW-S
Contact Title	Children's Advocacy Center Director
Telephone Number	281-344-5112
Fax Number	281-344-5281
Email Address	Fremko@cafb.org
Application Method	Please send cover letter and resume to fremko@cafb.org
Opening Date	September 20, 2017

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