JOB DESCRIPTION

POSITION: Mary Bell Behavioral Health Fellow

REPORTS TO: Director of Treatment Services

SUMMARY: The Post-Graduate Clinical Fellow is responsible for providing individual, couples, family, and group psychotherapy. They will also be expected to attend their weekly didactic courses as a mandatory part of their job responsibilities. The Fellow is thought of as a practitioner-scholar and is expected to be an ambassador for the agency. Their work should reflect our high standards for clinical practice, our connection to the local community, and our commitment to ongoing education and training. The position includes salary and benefits for the duration of the Fellowship.

HOURS: 37.5 hours per week; includes some evening (2-3 per/week) and occasional weekends.

LOCATION: The Council on Alcohol and Drugs Houston, 303 Jackson Hill, Houston, TX  77007

QUALIFICATIONS: Masters Degree in mental/behavioral health or clinical field Required; Licensed in their respective field

CLINICAL RESPONSIBILITIES
- Co-facilitate an Intensive Outpatient (IOP) and/or Supportive Outpatient (SOP) group,
- Co-facilitate one or more aftercare groups, education class, or parent group
- Share in the individual session caseload of IOP/SOP clients this includes time needed for documentation requirements.
- Carry caseload of individual, couples, and families for therapy; this includes time needed for documentation requirements.
- Clinical Assessment, Diagnosis, and Treatment
- Participate in Interdisciplinary Didactics (Approximately 5 hrs/wk).
- Participate in Individual and Group Clinical Supervision (Approximately 1-2 hrs/wk).
- Participate in Weekly Staff Clinical Rounds with entire Center for Recovering Families staff and outside consultants.

DIDACTIC RESPONSIBILITIES
Interdisciplinary Didactics: (4-5 hours per week))
- Individual Therapy Case Conference (1 hr/bi-wkly)
- Couples/Family Case Conference (1 hr/bi-wkly)
- Clinical Modalities Course (1 hr/wk)
- Clinical Syndromes Course (1 hr/wk)
- Process Group (1 hr/bi-wkly)

Other Training: (3-5 hours per week)
- Individual Clinical Supervision (1 hr/wkly)
  - Group Clinical Supervision (2 hr/bi-monthly)
- Weekly All-Staff Clinical Rounds (1 hr/wk)
- Professional Development
  - In-house (2 hr/monthly)

Employee Signature_________________________________________  Date________________________
Application/Interview Process

- Applicants for the fellowship will complete an application that includes the following:
  - Autobiographical Statement: This should be 4 pages and should discuss how your interest in the helping field began as well as pertinent information about how your personal life informs your professional life.
  - Submission of CV/Resume
  - 3 letters of recommendations from current/past clinical supervisors and/or professors
  - Case formulation that demonstrates clinical work experience: This should be 4-5 pages and should discuss a particular case that you have had that demonstrates your clinical work. Focus specifically on dynamics of transference/countertransference and your formulation of the client. Please include a brief history of the client and a multi-axial diagnosis. If applicable try to demonstrate challenges faced in the treatment that you had to work through.

- In addition to these materials, applicants will also submit the necessary documentation required by the agency for regular job applicants.

- The interview process will consist of multiple interviews with members of the clinical staff that would be a part of fellowship training and co-facilitation. The principal interviewers for all candidates will be the Behavioral Health Training Institute development team. Input will be considered and reviewed from all interviewers and final recommendations regarding candidates will be made by the Chief Services and Evaluation Officer with approval from The President & CEO. Please submit requisite materials to HR@councilonrecovery.org, by fax 281-200-9314 or by mail to Human Resources, The Council on Alcohol and Drugs Houston, P. O. Box 2768, Houston, TX 77252