

**LIFE MANAGEMENT CENTER OF NORTHWEST FLORIDA, INC.
JOB DESCRIPTION**

DATE ESTABLISHED: 10/01/2015

DATE REVIEWED: 06/28/2021

DATE REVISED: 06/28/2021

DATE APPROVED: 06/29/2021

TITLE OF POSITION: Family Intensive Treatment (FIT) Master's Level Counselor**POSITION NUMBER:** 29-10**PROGRAM:** Bay Child**COMPONENT:** Family Intensive Treatment (FIT) Team**MINIMUM TRAINING, CREDENTIALS AND EXPERIENCE REQUIRED:**

A Master's or Doctoral degree in behavioral health sciences, such as mental health counseling, social work, art therapy, psychology, or marriage and family therapy; and a minimum of two years of experience working with adults with substance use disorders. Must have a valid Florida driver's license and meet all Center requirements for vehicle operations and transportation of clients in Center and non-Center vehicles.

Completion of Cardiopulmonary Resuscitation and Basic First Aid training (within six months of hiring).

Compliance with minimum standards for screening of mental health personnel as contained in F.S. 394.4572.

SUPERVISOR: FIT Team Leader**POSITIONS SUPERVISED:** None

WAGE AND HOUR STATUS: Exempt: XXX (Professional)
Non-exempt:

DESCRIPTION OF DUTIES AND RESPONSIBILITIES: *

ESSENTIAL FUNCTIONS: (Essential functions of this position are listed below. The position also includes additional functions as needed and/or assigned by supervisor.)

1. Complete comprehensive evaluations that address individual needs, abilities, strengths and preferences. Address family dynamics that are relevant to successful family functioning.
2. Develop treatment plans and reviews in conjunction with other team members that address family factors.
3. Work with families toward the implementation of the treatment plan with emphasis on helping family members achieve resilience and autonomy.
4. Provide individual, family and group treatment.

*Expectations regarding quality and quantity of work are further delineated in the criteria-based performance appraisal.

5. Participate in staffing and consultations in settings in which the family functions such as schools, work and recreational environments, staffing regarding child welfare issues.
6. Assist families with establishing a natural support system that provides ongoing support during and post program participation.
7. With other team members, provide support and education to family members to help them become knowledgeable about substance use and mental illness, collaborate in the treatment process, and assist in their family member's progress.
8. Regularly attend organizational staff meetings to assess client status and progress, to coordinate treatment activities, and to develop treatment solutions to problems other staff is having.
9. Participate in staff training regarding skill development basic to the treatment of families involved in the Child Welfare system, and persons with substance use disorders and/ or co-occurring mental health difficulties.
10. Perform client related documentation in accordance with Center policies and procedures, component specific guidelines and contract provisions, as applicable.
11. Refer for client services as indicated.

OTHER ESSENTIAL FUNCTIONS:

1. Travel required between clinics and other sites including homes, schools and community locations where clients are served.
2. Maintain after hours' availability as required by the needs of the clients and as directed by the Team Leader.

Physical & Other Requirements:

Activity	Expectation		
Standing	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Sitting	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Driving vehicles	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Lifting and/or Carrying	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Bending and/or Stooping	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Climbing Stairs and/or Ladders	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Walking or Moving (between offices, other facilities, etc.)	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Other (lift above waist/reaching etc., please explain) N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Frequent

Speaking: Yes No

*Expectations regarding quality and quantity of work are further delineated in the criteria-based performance appraisal.

Hearing: Yes No
 Reading Comprehension: Yes No
 Repetitive motion with hands, wrists, arms
 (e.g keyboard, typing, handwriting, etc.) Yes No
Ability to lift and carry up to 10 pounds. Yes No

Ability to handle stressful situations: Minimal Moderate Frequent

	Infrequent	Occasional	Frequent	N/A*
Travel Same Day	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Travel Overnight	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overtime (Non-Exempt only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Holidays/Weekends	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shift Work (PMs/Midnights)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Copy received by:

Date: _____

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