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## Stand Up Placer, Inc. – Job Description

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**Position:** Bilingual (Spanish) Associate MFT  
**Reports To:** Clinical Program Manager  
**Job Status:** Nonexempt, up to 32 hours/week, \$20 hourly

### **ABOUT STAND UP PLACER**

Stand Up Placer provides comprehensive services to Placer County survivors of human trafficking, domestic and sexual violence and their families. Our mission is: Saving lives by empowering survivors and educating communities to stand up to domestic violence, sexual assault, and human trafficking.

### **POSITION SUMMARY**

Provide Psychotherapy Services to adults and children at outpatient offices and in the SafeHouse who are primary and secondary victims of sexual assault, domestic violence and human trafficking.

### **The Essential Job Functions of Counseling Program Administration**

- Implement counseling services utilizing current best practices in core arenas of trauma treatment, holistic strengths-based case management, danger and lethality assessment, high-risk case management, crisis intervention, healthy relationships, constructive coping, resiliency, and interdisciplinary teamwork.
- Complete required documentation, including client records, service reports and administrative paperwork thoroughly and in a timely manner.
- Ensure that therapy services are delivered in a manner that is consistent with Stand Up Placer policies, applicable laws, contracts, professional standards, and community expectations.
- Provide group and individual therapy for sexual assault survivors.
- Maintain professional licensure as required by the California Board of Behavioral Science.
- Provide direct counseling services to adults and children in safe house and outpatient offices.
- Ensure that all clients are informed of the financial requirements of their therapy—including Victim Witness, CalWorks, CPS, private pay based on sliding scale, and limited no-cost, grant-funded therapy

- Maintain thorough and accurate files as required by agency policy. Protect client confidentiality, following protocols to obtain signed informed consent forms for release of information.
- Complete required monthly reports and other documents in a timely manner.

### **Essential Job Requirements:**

#### **Education/Licensure**

- Master's degree in Marriage and Family Therapy or related field.
- Registered as an Associate MFT with the Board of Behavioral Sciences

#### **Experience**

- Knowledge of domestic violence and sexual assault issues and therapeutic approaches
- Experience and competence with crisis intervention
- A minimum of one-year experience providing counseling services in a nonprofit setting.

#### **Required Skills, Knowledge, Specialized Training**

- Completion of the 70-hour California Emergency Management Agency-approved Sexual Assault and Domestic Violence Crisis Intervention Training. (May be completed post hire.)
- Demonstrated knowledge of sexual assault and domestic violence issues and prevention and intervention strategies.
- Strong written and oral communication skills, listening skills, and a demonstrated ability to foster a supportive environment for clients.
- Strong interpersonal skills and clear professional boundaries.
- Ability to work with clients and staff of varied backgrounds, educational levels, and ethnic origins. Must demonstrate an acceptance and respect for cultural diversity in all its forms, including ethnicity, sexual orientation, abilities, and religious backgrounds.
- Ability to prioritize tasks and work independently as well as collaboratively with multi-disciplinary teams.
- Computer competence and command of Windows environment, Microsoft Word and Excel.

#### **Preferred Skills and Qualifications**

- Oral and written fluency in English and Spanish

## **Pre-Employment Requirements**

- Department of Justice Live Scan criminal background clearance
- Maintain professional liability insurance (\$1M,\$3M,\$1M)
- Maintain professional license
- Access to reliable vehicle, valid California driver's license and proof of automobile insurance

## **Personal Characteristics**

- Commitment to Stand Up Placer's mission, vision, and values
- Commitment to a holistic approach to providing services, as well as to community-based solutions for addressing the root causes of violence and survivor needs.
- Detail-oriented with ability to effectively multitask, prioritize and meet deadlines.
- Ability to take initiative, work independently, and lead a diverse, multidisciplinary workforce
- Ability to work respectfully with diverse teams, build consensus and motivate change.

## **ESSENTIAL PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Applicants must be able to perform tasks which involve the ability to exert light physical effort in sedentary to light work on a daily basis. Tasks may involve extended periods of time at a keyboard or workstation.

## **DISCLAIMER STATEMENT**

This job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed in the job description provided that such duties are characteristic of the position.

## **COMPENSATION AND BENEFITS**

Compensation is commensurate with experience. Full Time Benefits include health insurance with Flexible Spending Account, paid vacation, holidays.

## **TO APPLY**

Applications will be accepted until this position is filled. Qualified applicants should send resume, cover letter and professional references to Marianne Nodes, at [marianne@standupplacer.org](mailto:marianne@standupplacer.org) with Bilingual MFT Intern in the subject line. Please indicate how you heard about this position.

Stand Up Placer is an equal opportunity employer. For more information you can visit

our website at [www.standupplacer.org](http://www.standupplacer.org)

**Acknowledgement**

I have read the contents of this job description and understand this document is not a contract for employment. Further, I understand that if hired, my employment with STAND UP PLACER (Agency) is at-will, and that I or the agency may terminate my employment at any time with or without cause or notice.

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Employee Signature

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Date

\_\_\_\_\_

Supervisor's Signature

\_\_\_\_\_

Date