



## Empowerment Counselor

### **Job Description:**

Under the direction of the Director of Programs, the Empowerment Counselor is responsible for providing one-on-one interaction and facilitating support groups for domestic and sexual violence survivors of all genders. This is a full time 40-hour position. The starting annual salary is \$52,000 commensurate with experience and salary history, and a 5% increase in base pay for bilingual English/Spanish abilities. Other benefits include health insurance coverage and flexible scheduling options.

### **Responsibilities and Duties:**

- Provide one-on-one Empowerment Sessions to program participants in the community *and* CAAFA's Safe House referred by Advocates and/or designated staff.
- Facilitate weekly support groups for individuals affected by domestic and sexual violence in the community *and* CAAFA's Safe House.
- Provide information and education about domestic and sexual violence as needed and offer referral information within CAAFA and to outside community resources in support sessions.
- Conduct Bio-Psycho-Social assessments for all program participants in the community *and* CAAFA's Safe House as referred by Advocates and/or designated staff.
- Identifies precipitating problems and underlying issues to achieving self-identified goals.
- Integrates assessment and interactions with professional judgment to formulate an appropriate therapy based case plan.
- Develop, implement, update, and monitor progress on goals and objectives on individual case plans in collaboration with participants and Advocates.
- Assists in any initial appointments as well as follow up appointments for individuals in need of any extended outside therapeutic care.
- Provide support, affirmation, and validation to those affected by domestic and sexual violence.
- Provide direct service to program participants in the community *and* CAAFA's Safe House.
- Provide On-Scene Response Support services with local law enforcement agencies, which may include crisis intervention.
- Provide all services in-person throughout CAAFA's service area, online, and/or via the phone (including CAAFA's 24-hour crisis line), pursuant to participants' needs.
- Attend and contribute to staff meetings, direct services meetings, and trainings as needed.
- Maintain program participant files in accordance with legal, grant, and licensing requirements.
- Complete all case notes, filing and input into participant tracking database weekly.
- Maintain office integrity.
- Other duties as assigned by Director of Programs

**Reports To:** Director of Programs

### **Minimum Qualifications:**

- Must be at least 21 years old.
- Master's degree in Counseling, Social Work, Marriage and Family Therapy or another related behavioral health field required.
- Knowledge and skills in individual and group counseling and experience with crisis intervention for victims of domestic and sexual violence or other related social work.
- Licensed by the Arizona Board of Behavioral Health Examiners: Licensed Associate or Professional Counselor (LAC, LPC), Licensed Marriage and Family Therapist (LAMFT, LMFT), or Licensed Clinical Social Worker (LMSW, LCSW) or application for licensure in process.

- Ability to obtain Level 1 Fingerprint Clearance Card and First Aid and CPS certification.
- Valid Driver License, proof of automobile insurance and an acceptable driving record.
- Trauma-Informed Care certification (or completion within 6 months of hire).

**Preferred Qualifications:**

English/Spanish bilingual

**Required Knowledge, Skill and Ability:**

- General knowledge of domestic violence, sexual violence, social services, community organizations, and health services;
- Effective interviewing and crisis counseling skills;
- Ability to remain calm in crisis situations;
- Excellent interpersonal and communication skills;
- Caring, honest, and cooperative nature;
- Supportive, sensitive, and empathetic personality;
- Strong problem-solving skills;
- Ability to be flexible;
- Ability to provide responsive services to a diverse population of program participants;
- Maintain a positive attitude;
- Ability to work collaboratively and independently;
- Ability to respect confidentiality of information learned through providing services; consistently represent the mission and philosophy of the agency; and
- Maintain effective and cooperative relationships with community partners, safe home, other employees, and volunteers.

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Print Name

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Date

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Sign Name

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Date