



## Staffed Counselor

### **General Purpose of Position:**

The Staffed Counselor (SC) is responsible for providing psychotherapy services to individuals, couples, families, and/or groups regarding spiritual, psychological, or emotional/mental health issues.

### **The Primary Task:**

Provide individual, marital, family, and/or group therapy as needed. Assist in providing wellness and resiliency care for staff and leaders as needed. The SC will serve as a general resource of counseling referrals for Pastoral Staff and Mosaic Communities Leaders

### **Responsibilities by Function:**

#### ***Counseling:***

- Perform assessments that may include diagnostic interviewing, referrals, and treatment planning to address clients' situations.
- Provide consultations to Elders, Pastoral Staff, or other leaders seeking information about mental health issues, interpersonal problems, or relationship problems as requested.
- Maintain secured notes on all counseling sessions, outlining central issues and providing advice/direction as needed.
- Manage schedules and appointments directly with clients.
- Conduct the initial interview and present the recommended treatment plan as best determined by known facts at that time to the supervisor and client.
- Document discharge circumstances and disposition of the client at the time of discharge.

#### ***Reporting:***

- Provide quarterly reports or as requested, to the supervisor with overview and status of active clients during the reporting period.
- Keep a thorough and accurate log of all appointments in Mosaic's EHR system (Simple Practice)
- Should a staffed counselor receive a charge of a Class B Misdemeanor or higher, the supervisor must be notified within 24 hours of the charges being levied.

**Spiritual Disposition:**

- Have a preeminent commitment to the word of God as the ultimate source of wisdom and final arbiter in any situation.
- Have a willingness to both learn and utilize spiritual gifts involved in counseling such as discernment, exhortation, teaching, and mercy.
- Have and maintain a consistent Christian walk that is above reproach.
- Commit to praying for and about the individuals who receive counseling through your ministry.

**Qualifications**

Must have excellent written and verbal communication skills, and intermediate to advanced computer skills.

1. A demonstrated commitment to high professional ethical standards in a diverse workplace.
2. Detail-oriented, self-motivated, reliable, good judgment, and good attitude.
3. A master's degree in counseling (or a closely related field) is required.
4. A license to practice psychotherapy in the state of Texas (LCSW, LPC, LMFT, etc.)

**Organizational Relationship and Supervision:**

The SC reports to the Co-Lead Counselors. The Co-Lead Counselors and the Executive Pastor or Pastor of Discipleship will provide an annual evaluation of the SC's performance. The SC will be responsible for upholding the church's values and doctrine both inside and outside the workplace. Attendance at the following meetings is expected: monthly full staff meetings, and other events or meetings as requested.