



Care House, the Macomb County Child Advocacy Center, seeks a full-time Crisis Counselor/Forensic Interview Specialist. Candidates must possess a Master's degree in an appropriate mental health field, with a minimum of two years' experience in the treatment of child trauma (preferably child sexual and physical abuse). The Crisis Counselor must have knowledge of child development and child sexual/physical abuse dynamics, trauma-focused cognitive behavioral therapy and be familiar with legal reporting requirements under the Michigan Child Protection Act. The Crisis Counselor must also have the ability to work well in a team environment, have excellent rapport building and communications skills, be able to demonstrate sound clinical judgment and maintain strict confidentiality. All employees must be able to deal with a variety of emotions under stressful situations and be able to deal with people who may be very upset. Emotional stability and personal maturity are essential.

The Crisis Counselor reports to the Intervention Coordinator, works closely with Care House staff, volunteers and interns, members of the multidisciplinary team, and other stakeholders as needed to sustain and advance the mission of Care House and provide services to child victims of abuse and their non-offending family members.

Care House has offices in two locations: Mount Clemens and Warren, Michigan. This position requires the ability to work at both locations. The position requires 40 hours per week of crime victim support services with flexibility in scheduling, including evenings and occasionally on weekends.

The salary range for this position is between \$52,000 - \$57,000. Care House offers benefits, including health care, dental and vision insurance for all full-time staff and access to a 401(k) and flex spending plans. Care House also promotes a healthy work-life balance, including flexible work schedules and a generous vacation/holiday policy.

Essential Duties and Responsibilities:

Under the direction of the Intervention Coordinator and the Executive Director, the Crisis Counselor's duties include, but are not limited to:

- Provide in-person crisis intervention for children and non-offending caregivers at first contact with the Child Advocacy Center (CAC)
- Evaluate the child's/family's needs and provide appropriate support, referrals and information
- May be trained to conduct Forensic Interviews
- Offer trauma focused counseling sessions for clients and non-offending caregivers seen at the center and provide counseling services as requested
- Facilitate support groups opportunities and provide support groups to both children and their non-offending caregivers

- Work cooperatively with the multi-disciplinary team to advance the investigative process while providing mental health support
- Make recommendations and referrals for ongoing mental health therapy
- Maintain contact with families with follow-up calls at regularly scheduled intervals
- Provide support and advocacy to families with court proceedings
- Attend monthly case review
- Maintain timely, accurate documentation and statistical information for client files
- Provide accurate statistical reports as needed
- Comply with all grant-related guidelines and requirements
- Update NCATrak database with counseling and victim advocacy information
- Serve as back up support to Intake Coordinator in scheduling interviews
- Participate in agency public speaking and training opportunities
- Participate in clinical supervision and peer reviews
- Participate in professional development as approved by the Executive Director
- Other duties as assigned.

Educational requirements: Master's degree preferred or equivalent combination of education and experience in a social work, counseling, criminal justice, psychology or related field. Must maintain all licenses and credentials.

Other Requirements: The physical environment is an office building. The position requires the ability to sit at a desk, work on a computer and do some light lifting. All Care House employees must have no criminal convictions (felonies/crimes) of child abuse/neglect or violent crimes and no listing as a perpetrator on the Department of Health and Human Services Central Registry.

The above job description is intended to summarize the essential functions of and requirements for the performance of this job. It is not meant to be an exhaustive list of miscellaneous duties and responsibilities that may be requested in the performance of this job. Employees are occasionally required to participate in activities outside of normal business hours.

All employment relationships with Care House are of an at-will nature, may be terminated at any time, with or without cause, and with or without notice. Nothing in any job description, employment agreement, personnel policy or future evaluation shall alter the at-will nature of this employment nature.

Please email cover letter and resume to doriev@mccarehouse.org by Monday, August 13, 2018.

The Macomb County Child Advocacy Center, Inc./Care House is an equal opportunity employer and maintains a policy of nondiscrimination with respect to all employees and applicants for employment. All personnel actions, such as recruitment, hiring, training, promotion, transfer, layoff, recall, compensation and benefits, discipline, termination, and education, recreational, and social programs are administered without regard to sexual orientation, race, color, sex, religion, national origin, citizenship status, age, disability status, opposition or participation activity protected by applicable law, or membership or application for membership in a uniformed service. Employment decisions, subject to legitimate business requirements of Care House, are based solely on an individual's qualifications, merit and performance.