

**SOUTHWEST BEHAVIORAL CARE, INC.**

**JOB VACANCY NOTICE**

**POSITION:** Counselor 1 and 2 (Multiple, Part-time Positions)  
Enhanced Outpatient  
Charleroi, PA

**PAY GRADE:** 12 or 14

**WAGE:** \$16.15/ hr. or \$19.49/hr. (as a minimum)

**ESSENTIAL FUNCTIONS:**

- Available to work on an as needed basis and includes all clinical services groups, assessments and monitors a milieu environment.
- Provides psychotherapy and follow-up services to the assigned program client Population.
- Develops and implements individualized treatment plans using individual and group methodologies.
- Participates in Case Conferences with all levels of psychiatric and clinical staff, individually and in group supervision staffings.
- Serves as a member of an Interdisciplinary Treatment Team, the Emergency Services Team and the Quality Assurance Committee.
- Initiates appropriate contact and interaction with external facilities and program relative to client care.
- Prepares, maintains and submits all assigned case records, charts, reports, forms and other required documentation in a professional and timely manner.
- Adheres to all policies, laws, regulations and codes of ethics and confidentiality as outlined by federal and state laws, and agency policies and procedures.

- QUALIFICATIONS:**
- Bachelor's or Master's Degree in Social Work, Psychology or related social services field with progressive experience in human services, is desirable.
  - Demonstrated flexibility to work on short notice as needed.
  - Must successfully obtain Criminal History Clearance from the Pennsylvania State Police, Child Abuse Clearance from the Pennsylvania Dept. of Public Welfare and FBI Fingerprint Clearance.
  - Must not be excluded from participation in Medicare, Medicaid or any other federal health care program.
  - Ability to transport oneself in an insured vehicle, as program needs dictate.
  - Ability to observe and recognize verbal and non-verbal signs of physical or mental disorders.
  - Demonstrated ability to handle clients with acute or chronic mental health conditions.

**QUALIFIED INDIVIDUALS MUST SUBMIT A LETTER OF INTEREST TO THE SOUTHWESTERN PENNSYLVANIA HUMAN SERVICES, INC., OFFICE OF HUMAN RESOURCES, 300 CHAMBER PLAZA, CHARLEROI, PA 15022-1607, ATTENTION: POSTING#1730**

**EQUAL OPPORTUNITY EMPLOYER**