



**Want to join one of South Texas' premier child welfare agencies in "restoring innocence and strengthening families?" The Children's Shelter is waiting for you! Since 1901, The Children's Shelter has touched countless lives and every year, serves over 4,000 children and parents. Become part of a growing team providing high-quality, trauma-informed care for children and families.**

The Licensed Professional Counselor – Associate (LPC-Associate) will coordinate the provision of counseling and social services in a public-school setting, to students and their families' facing obstacles to academic and personal success. This position will be in association with Communities in Schools – San Antonio (CISSA) and be officed at an assigned NISD school campus. The LPC-Associate must be under the supervision of a Texas State Board of Examiners of Professional Counselors approved Clinical Supervisor (LPC-S) as a requirement of this position. The LPC-Associate will provide diagnostic assessment and treatment services, including individual and group counseling sessions for the children in NISD schools, using one or more evidence-based treatment models.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Completes Intakes and conducts initial assessment with referred students and their parent or guardian
- Completes individual assessments and treatment plan to address mental health or emotional needs of clients and in accordance with acceptable clinical standards.
- Communicates with Hope Center Director, CISSA, and school staff on a regular basis to seek input and report on student progress, case status, and counseling needs.
- Informs supervisor of any difficulties in the areas of service delivery to clients, completing documents, or professionally with CISSA or staff.
- Completes paperwork required for project compliance; maintain confidential data and files in accordance with Hope Center policy and procedures and licensure requirements.
- Responsible for formulating, implementing and documenting treatment strategies for clients and their families on their assigned caseload in a timely manner.
- Participates in weekly face-to-face clinical supervision sessions with the Senior Clinical Director and CISSA team lead, as needed.
- Carries a full clinical case load and meets the needs of CISSA schools assigned.
- Maintains client records in accordance with applicable standards to include Council on Accreditation, licensing, and agency standards.
- Maintains appropriate communications and relationships with the CISSA team and Senior Clinical Director; participates in all required meetings or reviews.
- Reports all reportable incidents, clinical emergencies, and incidents requiring outside intervention to the CISSA team lead and Senior Clinical Director.

#### **REQUIREMENTS**

- Master's Degree in Counseling required.
- Currently licensed through the State of Texas Board of Examiners of Professional Counselors as a Professional Counseling Associate.
- Preferred minimum of 9-12 months of clinical supervision under a Board approved clinical supervisor with counseling hours.
- Completed 1-2 years of professional, related work experience beyond bachelor's degree to include graduate school practicums and internships.
- Demonstrated ability working with multi-cultural populations, particularly Latino. Knowledge and awareness of issues of race, class, ethnicity, sexual orientation, and gender identity is important.
- Ability to set priorities and work with minimal supervision.
- Keep records of supervision, including any supervision plan, dates of supervision, notes regarding supervision.

***The Children's Shelter is an Equal Opportunity Employer committed to a culturally diverse workplace and offering a competitive pay and benefits package.***

We offer employment opportunities at our various locations. For current opportunities visit our website [www.chshel.org](http://www.chshel.org) or view job postings at:

2939 W. Woodlawn Ave.  
San Antonio, TX 78228  
Monday-Friday 8am-5pm

Volunteer opportunities are also available.  
The Children's Shelter is an Equal Opportunity Employer.