Charisma Therapy Associates, PLLC (CTA, PLLC) provides quality counseling services to individuals, couples, and families. We are growing and are looking for an exceptional, independent, part-time clinical mental health provider to join our growing and fantastic group! We value healthy connections, wisdom, and the experience of others. So, of course, our staff offers more than just integrity & a safe, empathetic space to their clients. We endeavor for our team to provide a supportive, strengths-based environment to one another that is reflective, open to educational opportunities, both clinical and informal, and willing to learn from our clients' experiences respectfully. With your help, we can continue to care for many more in our community.

**Position Summary:**

The Counseling Associate will provide virtual and in-person assessment, diagnosis, and evidence-based treatment services to children, teens, and adults.

**Essential Functions:**

• Conduct psychosocial and or trauma-specific assessments

• Assess client functioning and develop an individualized treatment plan within 30 days that is periodically re-assessed.

• Provide individual, group, and family therapy to clientele at the center and satellite locations.

• Maintain electronic case files, including session notes, treatment plans, monthly progress reports, telephone consultations, and termination summaries.

• Provide diagnosis and billing information monthly on all cases seen

• Coordinate with the Clinical Director on all cases needing psychiatric/psychological consultation.

• Comply with the Mental Health Services Policies and Procedures

• Participate in scheduled case staffing and those held on an as-needed basis.

• Maintain good standing with the appropriate State licensing board and group membership affiliations and third-party insurance providers

• Participate in applicable, appropriate, related professional development opportunities.

• Maintain cross-cultural awareness in the performance of all responsibilities.

• All other responsibilities and duties as designated by the Agency from time to time or added to the scope of responsibility for this position.

• Ability to use computer and software, business office machines, tools, and equipment to perform job duties.

• Excellent work ethic and dependability

• Adhere to and maintain the highest levels of confidentiality regarding HIPPA standards

JOB REQUIREMENTS AND QUALIFICATIONS:

**Education:**

* Master's Degree in a mental health-related field
* Acquire and maintain professional liability insurance annually

**Training (licenses and certifications):**

* A professional license to practice independently as a Licensed

Professional Counselor, Licensed Marriage and Family Therapist,

         Licensed Psychologist or Licensed Master/Clinical Social Worker

* Demonstrate evidence-based, relevant experience