



**PROJECT LIFT, INC.  
Job Description**

**Title:** Therapist  
**Status:** Non-Exempt / Part Time  
**Reports to:** Director of Clinical Services  
**Schedule:** Monday – Thursday (8:00 – 2:00 pm) or  
Monday – Thursday (1:30 pm – 6:30 pm)

**SUMMARY OF RESPONSIBILITIES**

The Therapist is responsible for providing mental health and substance abuse treatment services on an outpatient basis in support of Project LIFT’s mission of improving lives of youth and their families, working alongside skilled trades mentors with a goal of replacing substance use and other negative behaviors with productive, goal-directed, hands-on work.

**SPECIFIC DUTIES AND RESPONSIBILITIES:**

The specific duties will include:

- Performing clinical assessments, treatment planning, individual and group therapy, case consultation and referral. Services shall be provided with professionalism in accordance with applicable laws and regulations, ethical principles, and standards of care as well as within the scope of practice of the individual.
- Monitoring attendance, behavior and substance use, and provide therapeutic interventions to improve engagement including crisis counseling to teens.
- Evaluating the individual and family systems and assessing client daily functioning at work, school, home and in the community to identify areas needing continued support, treatment, and access to resources.
- Developing and maintaining collaborative partnerships with other community providers.
- Maintaining timely and accurate clinical documentation to reflect course of treatment from initial assessment to discharge. Providing follow-up and aftercare planning services as needed.
- Attending staff meetings and other activities, which ensure the smooth functioning of clinical operations and facilitate team communication.
- Assisting with implementation of long-term goals and objectives to achieve successful program outcomes.
- Assisting with implementing the program evaluation framework to assess the strengths of the program and identify areas of improvement.
- Assisting with the delivery of services as needed to increase effectiveness and efficiency. This may include assisting with meal preparation, providing transportation for enrolled clients, facilitating relationships with mentors, etc
- Performing other duties as determined by the Director of Clinical Services.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Demonstrates ability to develop and maintain therapeutic rapport with clients and family members.
- Maintains high level of confidentiality.
- Exercises discretion and independent judgment with respect to matters of significance.
- Uses evidence-based interventions with minimal supervision.
- Detail oriented with excellent organizational and time management skills.
- Ability to determine work priorities and ensure proper completion of work assignments.
- Ability to understand and apply applicable rules, regulations, policies and procedures.
- Ability to express ideas effectively verbally and in writing.
- Ability to establish and maintain effective working relationships with the general public, co-workers and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, gender or disability.

## **QUALIFICATIONS:**

Master's degree or higher in mental health field. Must possess a license, or in the process of obtaining licensure, from the State of Florida Mental Health Professions Licensing Board that allows for the independent practice of Clinical Services. Acceptable licenses/designations are: Licensed Clinical Mental Health Counselor (LMHC), Licensed Psychologist, Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT) or Registered Intern in one of these professions. Candidates licensed in other states must have a provisional license to practice in the state in which the Project LIFT office is located and must be working toward licensure by endorsement. Once hired, the therapist must maintain a professional license and stay current (not revoked, suspended, or lapsed in registration), valid and unrestricted.

## **PHYSICAL ACTIVITY/WORKING CONDITIONS:**

While performing the duties of this job, the employee is regularly required to sit, talk and hear. The employee is frequently required to use hands to finger, handle, or feel and reach with hands and arms. The employee is also required to sit at a desk and use a computer. The employee is occasionally required to stand and walk. Specific vision abilities required by this job include close vision and ability to adjust focus. The noise level in the work environment varies. In addition, the employee must be able to lift up to a minimum of 25lbs, able to work in non-air conditioned environment and to stay on feet for extended periods of time.

The physical demands and work environment described is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

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**Sign and Date**