



Job Title: Biblical Counselor

Date: June 2019

Hours: Regular office hours with some flexibility in scheduling, approximately 8:30am-5:30pm Monday-Friday and rotating on-call for crisis intervention or weekend backup.

Summary: The Biblical Counselor is responsible for providing biblical counsel to teens and their families within the service area of Hope Harbor and to ensure that any mental health needs of the teen are being addressed by a qualified individual. The Biblical Counselor will serve as the designated person in charge of the facility in the event of the temporary absence of both the Site Director and the Program Coordinator, should the need arise. Responsibilities of this position include:

Resident and Parent Responsibilities:

- Participate in client interview and intake
- Conduct intake screenings and assessments required by the licensing agency
- Assist in the development of short- and long-term plans for individual resident programs with specific emphasis on healing and restoration through counseling
- Provide weekly individual counseling sessions for clients and bi-weekly counseling sessions for parents
- Provide weekly group teaching to clients
- Prepare for and teach parenting weekly
- Prepare reports, maintain records and notes, attend meetings and make program recommendations including program movement or program end for client progress
- Measure individual client needs and progress through counseling sessions, Direct Care Staff reporting, assessment of effectiveness of resident discipline, parenting reporting, etc.
- Maintain consistent communication with parents
- Work in conjunction with a Licensed Therapist when needed to address the mental health needs of clients
- Collaborate with Program Coordinator to ensure that clients medications are reviewed by appropriate professional and alert staff to changes in medications administered
- Assist in crisis intervention and debriefing, in coordination with Leadership Team

Staff Responsibilities:

- Utilize leadership skills to equip staff to serve clients with excellence
- Maintain best care practices for clients through consistent communication with staff, staff coaching, debriefing, training, encouragement, etc.
- Pursue and implement resources and trainings to better meet specific needs of clients
- Coordinate with Leadership Team to facilitate Resident Review meetings and Staff Training meetings
- Design and share with all staff interventions structured to assist the client in gaining new skills for conflict resolution, problem solving, and constructive release of feelings

Other Responsibilities:

- Research and pursue resources and training to better meet specific needs of clients
- Set SMART Goals and review with Site Director on a Quarterly basis
- Attend Resident Review, Staff Training and Leadership Team meetings, Quarterly Reviews and Transition meetings, and annual Staff Retreat
- Use individual gifts and specialized training to promote Hope Harbor and be a resource in the community
- Other as needs arise or are assigned

Skills:

Participant/Family focused
Organized
Honest
Empathetic
Dependability
Creative
Strong interpersonal skills

Collaborative
Attention to detail
Integrity
Able to multitask/work with diverse groups
Strong written/oral communication
Solid understanding of Christian faith
Strong computer skills

Required Qualifications:

1. At least 21 years of age
2. Pass a Background Check
3. Passion for working with teens and families in a nonprofit setting
4. Adept at conflict resolution

Preferred Qualifications:

1. Strong Christian faith and value system
2. Bachelor's degree in Counseling, Sociology, Psychology, Social Work, Ministry, or other related field