



AIDSAlabama
Housing Is Healthcare

Open Position ~ Job Description

Living Well Outpatient Center

Clinical Therapist

Reports to	Living Well Outpatient Center Clinical Coordinator.
Benefits Include	Zero cost for single/individual BCBS Medical, Life, AD&D, STD, and LTD; Cafeteria Plan (FSA & DCA), Dental, Vision, Retirement with 50% match; Generous Paid Time Off & Extended Leave, Fifteen recognized Holidays, and more.
Salary Range	\$40,000 (limited experience) -- \$48,000 (significant experience), annually.
Minimum Requirements	Must have a Master's Degree in Social Work, Psychology, Counseling or other behavioral health field and be licensed at the LMSW/ALC or equivalent license level. This position will spend a significant amount of time in the community (out of the office). Current Alabama Driver's License, good driving record, acceptable auto insurance limits, and proof of COVID-19 vaccination(s). Must successfully complete pre-employment process.
Preferred Qualifications	LICSW/LPC or equivalent.
Overall Mission	To provide mental health/social work treatment for the AIDS Alabama Living Well Outpatient Center, to help consumers live as independent, healthy and productive a life as possible and to prevent the spread of the HIV virus.

Specific Tasks

1. Provide mental health and substance abuse assessments, diagnostic impressions, treatment planning and mental health individual/group/family therapy as planned.
2. Provide case management assessment, planning, services and community outreach with individuals enrolled in services.
3. Carry caseload of individuals served.
4. Coordinate each consumer's treatment plan and ensure its reviewed and updated within designated time frames, and receives psychiatric and nursing services as needed.
5. Ensure documentation of services provided, proper utilization of Electronic Health Record and any paper medical charts are kept up-to-date with accurate notes, billing and funding source-specific required data.
6. Participate in staffing and Living Well treatment teams.
7. Comply with all tracking of Performance Indicators, special incidents, and grant goals attainment with supervisor's assistance.
8. Help conduct clinical and administrative reviews of all services provided according to revenue source standards.
9. Assist supervisor ensuring all Alabama Department of Mental Health certification standards for outpatient programming are met and site visits result in no critical findings.
10. Assist supervisor ensuring all RWPB and HHSA standards are followed and met, and site visits result in no critical findings.
11. Achieve monthly productivity goal as set by Clinical Director and direct supervisor.
12. Provide pre-test, post-test counseling and HIV education to AIDS Alabama and other surrounding substance abuse programs certified by the Alabama Department of Mental Health.
13. Other duties as assigned.

Work Environment

1. Physical Requirements: Computer usage, telephone usage, prolonged periods of standing, stooping, bending, and sitting; and the ability to lift up to 50 pounds.
2. May use personal vehicle for work-related travel in the community with mileage reimbursement.

3. Cultural/Environmental: Exposure to multi-cultural consumers and/or family members with HIV (or other STIs) as well as impaired cognitive behaviors.
4. Schedule: Work hours are full-time including some nights and weekends; varies based on the needs of the agency and public engagements.

Overall Expectations

The employee will be expected to represent the agency in person and through all other methods of communication in a way that reflects the agency’s mission. Staff are expected to adhere to all AIDS Alabama Policies, Procedures, and Guidelines (including, but not limited to, Human Resources, Finance, Operational, and Housing) as presented and as adapted. The employee will establish a strong, solid line of communication with all levels of staff and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, community members, and external business partners. Candidates must be willing and able to complete all training in obligatory timeframes. Staff participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Be aware that any breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama expects staff to create a safe space where all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

AIDS Alabama is an equal opportunity employer.

Employee’s signature

Date

Human Resources signature

Date