

## **Job description**

Affinity Community Counseling (ACC) is actively seeking a **Licensed Professional Counselor (PLCPs are welcome to apply)** on a contractual basis in **Kansas City, MO**. The Licensed Professional Counselor will primarily conduct outpatient therapy. Additionally, candidates who have prior experience with developmental disabilities would be *preferred*.

**Who we are and what we do:** ACC provides outpatient mental health services that enhance an individual's social, psychological, emotional and intellectual well-being in order to support them in achieving their quality-of-life goals. Outpatient services may consist of: individual, family and couples therapy. The clinical team at ACC has a diverse background in supporting children, adolescents, adults and families in meeting their mental health needs. Furthermore, our experience and education has allowed us to develop a special focus in developing services for those with more disabling mental illness with concurrent intellectual/developmental disability diagnoses.

**Responsibilities include:** Completing intake and annual assessments, providing individual and/or family counseling and crisis intervention, and developing clinically sound treatment plans. Additionally, this position will be responsible for managing records and documentation for their caseload and submitting to appropriate person(s) in a timely and accurate manner. Furthermore, maintaining clear and direct contact with all team members concerning individual progress/barriers.

### **Qualified applicants must meet the following:**

- Licensed as a LPC in good standing; PLPC may also apply
- Master's Degree in psychological or behavioral based field

### **Essential Duties and Responsibilities:**

- Determines whether client is appropriate for Affinity Community Counseling services; determines needed level of care; refers (internal or external) to appropriate level of care.
- Conducts a comprehensive pre-treatment assessment, including diagnostic impression and treatment recommendations; refers if other services are needed.
- Establishes a treatment plan, with client participation, which specifies treatment structure, outcomes, goals and objectives; within first 2 sessions.
- Provides counseling to individuals, couples and families in group or individual settings, within the framework of the treatment plan; monitors progress.
- Provides mental health crisis intervention as needed.
- Is dependable and punctual regarding scheduling and attendance.
- Meets clinical requirements of third party payers (authorizations, reviews, documentation) and provides information necessary for prompt and accurate billing.
- Maintains relationships with referral sources.

- Coordinates care when provided by multiple practitioners.
- Completes all case documentation for clinical and billing purposes.
- Maintains clinical record, meeting established standards of timeliness and completeness.
- Cooperates and collaborates with program area staff, volunteers, and other Affinity Community Counseling staff.
- Abides by all specific program and Affinity Community Counseling procedures, policies, and requirements.

Our therapists have a true passion for supporting others in reaching their quality-of-life goals. Their experience, advocacy, and forward-thinking approach to identifying and implementing solutions to mental health challenges positions Affinity Community Counseling on the leading edge of mental health consultation, support, and therapy.

**If interested and qualified in this rewarding position with an innovative organization please submit your cover letter and resume to the Clinical Director: Tiffany Eisenbraun, [teisenbraun@affinitycommunitycounseling.com](mailto:teisenbraun@affinitycommunitycounseling.com)**

**Visit us online at:** <http://www.affinitycommunitycounseling.com/>

**Our Lincoln office is located at:**

1215 Swift Street, North Kansas City, MO 64116

Job Types: Contract, Part-time, Full-time

Schedule:

- Monday to Friday

Education:

- Master's (Preferred)

License/Certification:

- LPC (Preferred)

Work Location: In person/ Hybrid