



Job Title	Clinician
Department	Health and Human Services – Aging Services
Employment Status	Full-time
FLSA Status	Exempt
Classification	I-07

Scope of Work

Under the general supervision of the Director of Aging Services and the Assistant Director of Counseling and Volunteers, the Clinician will be responsible to provide information and referral services, case management, and short-term counseling for older adults in Needham.

Supervision

Received	Director of Aging Services and the Assistant Director of Counseling and Volunteers
Exercised	None

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function to satisfaction.

- Provide information and referral services. Assess and refer cases to community services; and coordinate a variety of service-delivery programs.
- Provide short-term individual and group counseling/support programs.
- Assess and refer older adults if indicated to services including but not limited to, mental health, medical, supportive, and protective services agencies; provide case management services; Provide services in person at the COA, in homes, or remotely as needed.
- Participate in program development, implementation, and modification as required. Develop and facilitate educational and supportive programming on a variety of issues, such as harassment, anger and violence, loss, substance misuse, aging in place, long term care planning, public benefits, transportation, etc.
- Assist in grant writing and data collection/reporting for the Aging Services Division
- Represent the division as a member and leader of community groups and committees.
- Help to assess the various needs of the community by ongoing community outreach, data collection, analysis, and by conducting focus groups.
- Maintains appropriate and confidential departmental and program record in accordance with federal and state regulations.

Other Job Functions

- Performs related duties as assigned.
- Follow safe work practices.

Requirements of Work

- At least 2-3 years of experience in the delivery of clinical and social services to families, or in the delivery of clinical and social services.
- LCSW/LICSW/LMHC is desirable but not required. Supervision towards licensure available on-site.

Knowledge, Ability, and Skill

In addition to the requirements of work, the individual should also have the following knowledge, ability, and skill:

Knowledge of	• Intensive knowledge of specialized field of mental health, human services, or gerontology with an emphasis on elder services, equivalent to completion of Master's Degree in psychology, social work, gerontology, or human services.
Ability to	• LGBTQ+ affirming, multi-culturally competent, and committed to anti-racism and anti-discrimination work.

Necessary Special Requirements

Valid driver's license.

Physical Demands

The physical demands described here are 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.

- Work is performed mostly in an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee may occasionally be exposed to violence in mental health crisis situations.
- The employee must occasionally lift and/or move up to 20 pounds.

Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer