

THE LINK & OPTION CENTER, INC.



JOB FAIR

JOIN OUR TREATMENT TEAM!

Tuesday, May 1st — 11:00 am to 2:00 pm

The Link & Option Center, Inc.

924 E. 162nd St., Ste. A —South Holland

By appointment only!

Qualified applicants may forward their resume to pmeagher@link-option.com. To schedule an interview, please call Pat Meagher at:

708-331-8111 X204

OPPORTUNITIES

Mental Health Therapist

LCSW

1 DAY ONLY!

THE LINK & OPTION CENTER, INC.

Job Description

PROGRAM: Behavioral Health Services

POSITION TITLE: Mental Health Therapist

QUALIFICATIONS: Master's degree in Psychology, Social Work, or Counseling is required.

Must have 4 years work experience in a non-profit setting and treatment environment.

Must possess excellent verbal and written communication skills.

Ability to work with diverse groups.

Bilingual (English/Spanish) preferred.

Proficiency in the use of computers, software applications, and working knowledge of Microsoft Word, Excel, and Outlook; willingness to learn necessary software applications required.

REPORTS TO: Clinical Director

ESSENTIAL FUNCTIONS:

Complies with documentation requirements as outlined in program policies and procedures for activities (e.g., assessments, treatment plans, treatment procedures, and discharge summaries) and in the preparation of required reports. Determines a client's appropriateness for services using the DSM- V.

RESPONSIBILITIES:

Prepares and maintains a confidential, accurate, organized, and updated case file for each assigned client. Adheres to documentation deadlines as outlined in The Link & Option Center Illinois Administrative Code Rule 132 Policy and Procedure Treatment Training Manual.

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THE LINK & OPTION CENTER, INC.

Job Description

PROGRAM: Behavioral Health Services

POSITION TITLE: Licensed Clinical Social Worker (LCSW)

QUALIFICATIONS: Master's degree in Social Work.

Two years of post-degree clinical experience; state licensing or certification.

Must have 4 years work experience in a non-profit setting and treatment environment.

Must possess excellent verbal and written communication skills.

Ability to work with diverse groups.

Bilingual (English/Spanish) preferred.

Proficiency in the use of computers, software applications, and working knowledge of Microsoft Word, Excel, and Outlook; willingness to learn necessary software applications required.

REPORTS TO: Clinical Director

ESSENTIAL FUNCTIONS:

Complies with documentation requirements as outlined in program policies and procedures for activities (e.g., assessments, treatment plans, treatment procedures, and discharge summaries) and in the preparation of required reports. Determines a client's appropriateness for services using the DSM- V.

RESPONSIBILITIES:

Responsible for counseling clients, helping them to gain access to various resources and helping clients to confront issues that are negatively affecting their way of living such as poverty, abuse and mental health.

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