



# LA CHEIM SCHOOL, INC.



## Job Description

**Job Title:** TBS Specialist (PT Position/B.A. or Internship/Practicum)

**Work Location:** El Sobrante, CA

**Division/Department:** Therapeutic Behavioral Services

**Reports to:** Program Director

Full-time

Part-time

Exempt

Nonexempt

### ***Position Summary:***

La Cheim TBS is an effective intense short-term program which provides one-on-one counseling for emotionally disturbed children and adolescents with a history of trauma and at risk of losing their current living situation with a parent/caregiver due to severe behavioral challenges. TBS specialists facilitate behavioral change through creative use of cognitive-behavioral interventions, social learning model, and the Nurtured Heart Approach with the collaboration of the client, parent/caregiver, and a multi-disciplinary team of professionals. TBS specialists provide services throughout Contra Costa County and Alameda County within the client's home, school, group home, and/or in the community as needed. La Cheim is a Qualified Employer for Public Service Loan Forgiveness for full-time employees, see <https://studentaid.gov> for details of this program.

### ***Qualifications and Skills:***

- Bachelor's degree in counseling psychology, social work, or a related field.
- One year of experience working with children or youth in a mental health setting.
- Experience with client assessment, treatment planning, and case management.
- Knowledge of cognitive-behavioral interventions.
- Bi-Lingual (Spanish) preferred.
- Possess the ability to work with children that display severe maladaptive behavior.
- Exceptional oral and written communication skills.
- Able to work independently and collaboratively as part of a multi-disciplinary team.
- Flexible schedule to work evenings and some weekend hours, if necessary.
- Must attend in County provider meetings and ongoing trainings through the County and/or on Relias, an in-house training system.
- Prepare all required progress notes (within 24-hours of session) and reports in a timely manner and by their due dates.
- Reliable transportation with insurance and a good driving record.
- Participation in weekly individual and group supervision.
- Able to display excellent time management skills and an ability to prioritize tasks.
- Be able to manage a case-load of minimum of 3 clients.

**Additional Requirements:**

- Direct care staff must be at least 21 years of age
- Valid California Driver’s License
- Clearances of TB test, physical exam, FBI and DOJ, and other mandatory State/Federal requirements.
- Ability to work as a member of multi-disciplinary team
- Staff will be reimbursed for mileage

Pay rate at \$21/Associate Level Pay rate at \$24 **Part Time**

**Physical Requirements:**

***The following is the extent of the specific activity required for this position:***

- *Stairs –climbing stairs up to 50-100 – up to 2-4 hours, not continuously*
- *Sitting – up to 2 hours, not continuously; standing – up to 4 hours, not continuously*
- *Walking – up to 2 hours, not continuously; bending over – up to 1 hour, not continuously*
- *Crawling – up to 0 hours; climbing – up to 0 hours, reaching overhead – up to a few minutes*
- *Crouching – up to ½ hour, not continuously; kneeling – up to a few minutes*
- *Balancing – up to 0 hours; pushing or pulling – up to a few minutes*
- *Lifting or carrying – 25 pounds or less; repetitive use of feet – up to 0 hours*
- *Repetitive use of hands – up to 0 hours;*
- *Grasping – with one or both, simple and firm, for up to 1 hour, not continuously*
- *Fine dexterity - either hand up to 1 hour, not continuously Auditory and visual acuity – 8 hours within normal limits and may be with glasses, contact lenses or hearing aids.*
- *Driving cars and vans; Exposure to uneven concrete and blacktop*
- *Exposure to normal dust, heat, and noise*
- *Exposure to students with emotional challenges who may be physically and verbally violent and require safe physical management.*
- *Frequent exposure to office equipment.*

**Equal Opportunity Employer**

La Cheim School, Inc. is committed to diversity in its programming and in creating a staff reflective of the populations in San Francisco and across the Bay Area, and will not discriminate against applicants, employees, or unpaid veterans. We encourage and actively recruit applicants representing diversity of race, color, age, sex, race, religion, national origin, sex/gender expression and physical ability.

**Print Employee Name:**

**Employee Signature:**

**Date:**