

North End Senior Solutions
JOB DESCRIPTION FOR:
Behavioral Health Counselor I

“Behavioral Health Counselor I”

Job Description

Working Title

Behavioral Health (BH) Counselor I

Criminal Background Check

Background checks are mandatory in all organizations serving seniors. You will be working with a vulnerable population.

Necessary Skills and Experience

- Must be a team player, willing to collaborate with staff, volunteers, and participants—There is no “us” and “them”, we are all one.
- Must have valid driver’s license, vehicle, and insurance
- Must have a computer, email and internet skills, be familiar with MS Office Suite and be willing to teach these skills and to continue learning
- Must have a cell phone and be willing to connect in emergencies
- Must be willing to receive ongoing education and educate other

Reporting Relationship

Reports to the Executive Director of North End Senior Solutions

Teams with: NESS Club Program Assistants and Volunteers

Summary

The “Behavioral Health Counselor I” is a new program/position within North End Senior Solutions. This position is funded by Samaritan Hospital and the Collins Foundation through December 2018. We designated or qualified this counselor job description using roman numeral “I” because we anticipate the needs of Adult Day Service participants, families, staff, and the community may require additional mental and behavioral health support in the future, redefining this position or creating another position

Responsibilities include:

1. Leading Problem Solving Training (PST)
2. Leading Reminiscence Therapy (RT)
3. Providing Alzheimer's Foundation's Dementia Screening
4. Increasing person-centered/trauma-informed focus on well-being at NESS by getting to know and understand all willing participants as well as possible (life histories, preferences, likes and dislikes, strengths and abilities, values, needs, etc.) by individual meetings and by visiting their homes, care partners, case managers
5. Increase participant engagement by using information gained above to help develop therapeutic experiences tailored to individual goals and ideas about what makes life worth living for them, and ways to enable participants to remain living at home or community-based home.
6. Provide supportive individual and family counseling as requested.
7. Refer participants for additional mental health evaluations and treatments, if needed; and be available for on-call consultation as needed.
8. Continue the "Lunch with a Mental Health Expert" monthly event, founded by Tim Malone and continued by Marie Laper, which gives participants and staff an informal occasion to discuss issues.
9. If requested, lead monthly discussion topics or invite community partners willing to present special topics of interest.
10. If request, contribute to participant enrollment and service plans.
11. Remind participants and staff about HIPAA Law and practice participant privacy. (Staff signs HIPPA agreements although we are not required to since we are not a medical facility; we follow the law by protecting each person's right to privacy.)

The following are basic abilities and skills required for the position of Behavioral Health Counselor I:

Education

An undergraduate degree in social work or a related field is preferred, with experience caring for veterans, seniors and people living with disabilities. We will consider someone who has a combination of related experience, training, and education.

Code of Ethics & Standards of Practice

[Division 30: Code of Ethics for Clinical Social Work Associates and Licensed Clinical Social Workers](#) The State of Oregon

Administrative Rules for social workers are the ethical and practical guidelines we follow.

Communication

- Listens actively while others talk
- Uses simple words and language
- Speaks and writes clearly and concisely.
- Speaks easily and comfortable to people from diverse cultures and backgrounds.

Interpersonal Skills

- Communication is honest and open. Our nonprofit aims to be as transparent as possible: it starts with communication.
- Respects and values others.
- Is able to resolve conflicts and solve problems without harming relationships
- Is comfortable dealing with board members, government officials, and others in the community
- Appreciates other people's various and different points of view.
- Supports and recognizes the work of others.

Collaborative Skills

- Can work effectively with others within the organization and in the community
- Can initiate and be open when collaborating with groups.
- Accepts feedback, positive or negative, and uses it constructively to benefit the group collaboration.

Planning and Organizing

- Capable of collecting and using information for planning

- Understands the difference between goals and objectives
- Can prioritize and manage different tasks
- Can meet deadlines
- Pays attention to detail

Work Standards

- Adheres to professional standards
- Willing to follow NESS Club Policies and Procedures
- Completes commitments
- Shows personal initiative and is accountable for own actions
- Works well independently and as a team player
- Is competent using computers and other necessary technology; is willing to learn.

Knowledge

- Is knowledgeable of NESS's Mission and how the Adult Day Service contributes to that goal, by engaging, entertaining, and educating each other.
- Is willing to learn and keep updated in related fields
- Is comfortable with and skilled at interacting and engaging with seniors and people with disabilities.
- Is patient and understanding of the aging process
- Willingly keeps abreast of scientific and social discoveries regarding aging, such as how specific activities influence, stimulate, and motivate us.