Family Program Clinician

Department/Program: Wediko Summer Program
Reports To: Family Program Manager
Job Category: Clinical/Exempt
Primary Worksite: Remote
Travel: <5%
Status: Temporary/Seasonal

Job Summary
The Family Program Clinician is a key member of each child’s clinical team at the Wediko Summer Program and helps to ensure the coordination of care between the family and Wediko Summer Program staff. The Family Program Clinician is responsible for providing clinical support to families of children enrolled in the Wediko Summer Program. Working directly under the supervision of the Family Program Manager, the Family Program Clinician provides direct service to assigned families through weekly on-site, phone or video-conference parent support groups and individual sessions.

Essential Functions
- Conduct weekly 30-minute individual sessions via video-conference or phone for assigned families
- Respond to additional family/program concerns as needed
- Facilitate weekly parent support groups via phone or video-conference. Two separate group meeting times will be offered each week to maximize family participation.
- Support parent self-reflection, skills development, and psychoeducation
- Apply Solutions-focused Therapy Model
- Coordinate treatment plan with Clinical Group Supervisor
- Make weekly phone calls to Clinical Group Supervisor(s) at scheduled times
- Participate in weekly team supervision facilitated by the Family Program Manager
- Maintain timely and consistent clinical documentation in BestNotes EHR as directed
- Participate in Arrival, Visitor's, and Departure Days for face to face introductions and brief conversations with parents and families
- Participate in weekly on-site visits to the summer program

Minimum Requirements
- Master's degree in a related clinical field
- Three years of experience working with families
- Experience using common computer applications, including word processing, email, internet, and case management/EHR software.
Abilities Required

- Employee is responsible for acquiring reliable transportation to/from job sites, including the NH setting if required. A driver’s license is convenient; but, it is not necessary to perform work responsibilities.
- This position requires the following abilities: to sit at a computer workstation for extended periods, use of EHR software, video/web/tele conferencing platforms, and competence in verbal and written communication in fluent English, excellent organization and prioritization skills.
- When on the New Hampshire Campus, it is possible for work to be outdoors in a rural environment, which means exposure to heat in the summer. Duties may require employee to be outside during adverse weather.
- Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodations. Reasonable accommodations will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, limitations related to the disability and the ability of Wediko Children’s Services to accommodate the limitation.

Disclaimer

The above statements are intended to describe the general nature and level of work expected for this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

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<th>Approved By:</th>
<th>Jose Perez</th>
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<td>Date Approved:</td>
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