



**Position Title: Children and Family Counselor**   Richland & Lexington Counties  
  **X** **Rural Counties** (Fairfield, Kershaw,  
Newberry)

**Accountability:** Director of Counseling Services

**FLSA Status:** Non-Exempt

**Status:** Part-Time (30 Hrs. M-F)

**Mission Statement:** To provide trauma-informed services, to advocate for domestic violence survivors and their children, and to promote prevention of domestic violence through community awareness and training.

**Position Summary:** Offers and provides evidenced-based trauma-informed therapeutic modalities in counseling sessions for minors (4-17 yrs. old) who are secondary victims to intimate partner violence. Counseling sessions will allow for minors to participate in a therapeutic healing process at the permission of the primary victim (parent). Adheres to Sistercare's clinical counseling policies and procedures.

### **Responsibilities:**

1. Provide clinical assessments, crisis intervention, and ongoing counseling services for children and adolescents of clients who have experienced intimate partner violence.
2. Maintain up-to-date documentation of services to include client intake form, privacy/confidentiality statement, danger assessment, safety plan, and any consent/release forms.
3. Utilize knowledge pertaining to the dynamics of IPV, child abuse and neglect to provide trauma-informed therapeutic services to clients referred by Sistercare's individual or group counselors.
4. Provide short-term (6-8 weeks) psychoeducation counseling and therapeutic activities for children and adolescents ages 4 - 17 years old in a safe designated community location.
5. Counsel survivors of IPV with their children as it pertains to parenting issues and family emotional stressors. Make clinical or other therapeutic service recommendations as appropriate.

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6. Collaborate and coordinate with the Clinical Team for therapeutic insight/support, goal planning, and client staffing sessions.
7. Participate in agency staff meetings and special agency committees as needed.
8. Update and maintain clients' direct service notations in Sistercare's Empower database management system according to Sistercare's policies and procedures.
9. Participate in twelve (12) hours of Victim Service Provider (VSP) approved trainings each year to maintain active VSP certification, if not a licensed clinician.
10. Perform other duties as required.

**Qualifications:**

- Master's degree in social work or counseling required.
- Professional licensure required – LMSW or LPC
- Minimum of one year of direct counseling service with children, preferably in crisis intervention.
- Possess a solid understanding of trauma-informed counseling dynamics, modalities, and techniques.
- Knowledge of intimate partner violence and its effect on survivors and their children.
- Skilled in working with sensitive issues and commitment to respecting confidentiality and privacy of client's information.
- Ability to communicate effectively, orally and in writing with staff and clients.
- Familiar with other community human services programs and resources.
- Ability to handle emergency/crisis situations in an independent manner.
- Possession of a valid South Carolina driver's license, a vehicle to be used for work related travel and vehicle insurance.

