



**FOOTHILLS ALLIANCE**  
**Program: Foothills Alliance Sexual Trauma Center**  
**Serving Anderson and Oconee Counties**  
**Position Description**

**Job Title:** COUNSELOR

**Reports To:** Clinical Director, Foothills Alliance

**Position Status:** Full-Time/ Counseling Professional

**Position Requirements:** Must hold a Master's degree in psychology, social work or related field. Must currently hold or be process of obtaining licensure. Prefer candidate trained/experienced in sexual assault counseling, evidenced based practices and health and human service delivery (TF-CBT a plus). The ideal candidate will have a proven ability to deliver appropriate therapeutic services to all victims of assault, child abuse and neglect, across genders, ages, and cultures. Must be able to effectively utilize written and verbal communication skills with a wide variety of clients and individuals. Must demonstrate compassion for people and an enthusiasm for helping survivors heal.

**Job Summary:** The Counselor will provide intervention, evaluation, and therapeutic services to victims of sexual assault/abuse or child abuse/neglect and secondary survivors of trauma. The counselor will carry a case load of 20-25 clients at any given time. Counselor will be working with clients referred through partner agencies such as DSS and referred internally through Child Advocacy Center. Client's may also be self-referred. Counselor will apply highest ethical standards in working clients.

**Essential Duties and Responsibilities: (Other duties may be assigned as appropriate)**

- Evaluate and complete initial assessment of each client and develop an appropriate plan of care based on client needs
- Provide immediate crisis intervention for families
- Provide intervention services to clients and their families
- Stay up to date on best/evidenced based practices
- Track and obtain required annual training hours
- Facilitate groups for survivors of abuse/trauma
- Keep secure and maintain complete current, and confidential client files

- Gather, maintain and track demographic information for clients served
- Understand and meet all requirements of the applicable grants related to this position
- Serve in on-call rotation for crisis calls and Emergency Room visitations
- Other duties as assigned