



BOYS & GIRLS CLUBS
OF THE FOX VALLEY

Position Title:	Youth & Family Counselor	Rev. Date:	March 2019
Department:	Youth & Family Services	Classification:	Non-Exempt
Reports To:	Sr Director of Counseling & Training	Location:	Appleton, WI
Incumbent:		Signature:	

Position Summary

The Youth & Family Counselor will help youth and their families manage and overcome mental and emotional issues. Counselor will listen to patients and ask questions to help understand their problems and develop strategies to improve their lives. They will diagnose, treat, and help patients create coping strategies. Will counsel, listen, support, and monitor patient for progress. Counselor will work with individuals and families to help provide community resources for patients.

Position Responsibilities

- Work with individuals, families, groups and communities to improve mental health
- Encourage clients to discuss emotions and experiences
- Assess and treat mental health challenges for a wide range of presenting concerns
- Help clients define goals, treatment plan and gain insight
- Develop therapeutic processes
- Refer clients to other mental health professionals and community resources
- Take a holistic (mind and body) approach to mental health care
- Maintaining good working relationships with support networks, government resources, and community resources
- Participate in agency-wide events and activities.

Qualifications - requiring a majority combination of the following:

- Master's degree in counseling or Social Work required
- Licensed as LPC/LPC-IT or APSW/LCSW required
- Two years' experience working with at-risk children, youth and families preferred
- Demonstrated ability to work well with children, youth and parents.
- Good oral communication skills including the ability to coordinate communications with other professionals.
- Written communication skills including the ability to accurately and succinctly complete client records including both narrative and statistical compilations within Wisconsin state statutes
- Counseling skills that include knowledge of counseling methods, the ability to apply a knowledge of counseling methods into practice, the ability to establish key plans and implement them in the time allowed, knowledge of group process and dynamics, and the ability to manage stress.