

## Night/Weekend Crisis Intervention Counselor

**Job Title:** Crisis Intervention Counselor

**Supervised by:** Clinical Director/Assistant Clinical Director

**Employment Status:** Full time, Non-Exempt

**Hours:** Scheduled to work on a continuous rotation on evenings, nights, and weekends. Rotation is 4 primary shifts, 4 secondary shifts, 4 primary shifts, 4 days off.

### Qualifications:

**EDUCATION:** Minimum bachelor's degree in a social science or master's degree in a social science field with eligibility for clinical license.

### SKILLS REQUIRED:

- Shall serve in the on-call rotation
- Shall demonstrate appropriate clinical skills
- Shall be familiar with and supportive of general therapeutic techniques within crisis program
- Must be able to work well under pressure
- Must be able to evaluate client's clinical level of need and direct the appropriate level of intervention
- Must be sensitive to cultural diversity
- Must be familiar with psychotropic medications and side effects
- Must maintain professional relationship with other community agencies
- Must be familiar with standards required by accrediting bodies, funding agencies, etc.
- Must be able to collect, maintain and analyze data in an organized way
- Ability to present information in an understandable and meaningful way

### OTHER:

- Must have access to secure phone; own a dependable, insured vehicle; possess a valid Illinois driver's license
- Must maintain client records in accordance with Illinois regulatory, funders and IHR standard

CLINICAL  
RESPONSIBILITIES:

- Provide Primary and/or secondary crisis response and intervention to calls from IHR, PATH, police, court personnel, hospitals, county jail, schools, and other social service agencies
- Consult with crisis supervisor for all crisis calls responded to
- Provide brief follow-up therapy as needed
- Consult with various community agencies on behalf of clients as needed
- Provide clinical consultation to all staff at any time needed
- Complete crisis note billing within 24 hours of the crisis contact
- Record and track crisis contacts monthly and provide this information to the clinical director
- Inform staff of all hospitalizations so continuity of care can take place

NON-CLINICAL  
RESPONSIBILITIES:

- Assist program director with QA/UR for Crisis Staff
- Review relevant mental health literature/research to provide beneficial information to the agency as requested by the clinical director
- Gather materials, resources, assessment instruments, etc that can assist IHR staff with clinical duties
- Other duties as assigned

SAFETY:

- Will work to ensure the safety of staff and clients
- Will cooperate with the Safety Committee in insuring a safe environment for staff and clients
- Will document any unusual incidents and forward to Safety Director

TRAINING:

- Will share information from conferences attended in all staff meetings
- Will keep current in continuing education requirements of his/her profession
- Offer training to community groups as requested

OTHER  
RESPONSIBILITIES:

- Maintain productivity specific to job requirement
- Billable hours per month: 30-40 hours
- Follow policies and procedures
- Support agency goals and values
- Other duties as assigned