

## Night/Weekend Crisis Intervention Counselor

**Job Title:** Crisis Intervention Counselor

**Supervised by:** Crisis Program Director

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

**Hours:** Scheduled to work on a continuous rotation on evenings/weekends/holidays. Rotation is 4 primary shifts, 4 secondary shifts, 4 primary shifts, 4 days off. Weekday shifts are 4:30 p.m. – 9:00 a.m. Weekend/holiday shifts are 24 hours per shift.

### Qualifications:

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

**SKILLS REQUIRED:** THE APPROPRIATE CANDIDATE SHOULD EXHIBIT OR BE WILLING TO LEARN THE FOLLOWING:

- Demonstrate appropriate clinical skills when interacting with clients in crisis and their families.
- Be familiar with and supportive of general therapeutic techniques within crisis programs.
- Be able to work well under pressure.
- Be able to evaluate client's clinical level of need and direct the appropriate level of intervention.
- Be sensitive to cultural diversity.
- Be familiar with psychotropic medications and side effects.
- Maintain professional relationships with other community agencies and entities.
- Be able to collect, maintain and analyze data in an organized way.
- Ability to present information in an understandable and meaningful way.
- Meet deadlines and engage with supervisor on a regular basis.

**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 standards.

CLINICAL  
RESPONSIBILITIES:

- Provide Primary and/or secondary crisis response and intervention to calls from IHR, PATH, 988, police, court personnel, hospitals, schools, and other social service agencies.
- Will require responding to crisis calls in a client's home at times. Safety measures are always in place during these types of calls.
- 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 all crisis contact note(s) and 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
- Will have COVID 19 vaccination and submit to Executive Director. IHR will follow CDC and State mandates.

TRAINING:

- 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.
- Follow policies and procedures.
- Support agency goals and values
- Other duties as assigned.