



OPEN SPACE COUNSELING, CONSULTING & WELLNESS

Your Space for Inclusive + Affirming Mental Health Care.

Independently Licensed Therapist

JOB TYPE:

- Full-time; Commission-Based, W2 Employee

OFFICE LOCATION(S):

- Wexford Office, East End Office **We are open to discussing hybrid (telehealth/in-office) schedules, but ask that you are able to commit to at least 1 day in-office!*

REPORTS TO:

- Clinical Manager

ABOUT THE POSITION:

The Independently Licensed Therapist will carry the important task of providing competent and affirming psychotherapy work with the LGBTQIA+ community, various relationship types (i.e. consensual non-monogamy, open relationships), and other marginalized identities. We value EVERYONE.

Therapists will NOT be responsible for any business management tasks, billing, tracking reimbursements, verifying insurance benefits, charging clients, maintaining and managing an office, etc. as this is provided by the group practice's support team.

This position will help to further Open Space CCW's mission of providing affirming and competent care to the LGBTQIA+ community, relationship minorities, and anyone who has felt othered in a team oriented collaborative environment.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Perform on-site and/or remote clinical counseling services to clients of Open Space CCW, as scheduled, and in accordance with company policies.
- Regular and reliable attendance and timely arrival to work is required.
- Be properly licensed and abide by all laws, rules, regulations, and codes of ethics that are binding upon or applicable to the services performed for Open Space CCW.
- Respond to clients' requests for service or calls within 24 business hours whether such requests are made in person, by phone, voicemail, etc. or through the Open Space CCW website.
- Timely completion of written records for each client including, but not limited to: intake notes, progress notes, treatment plans, termination notes, contract notes, and other forms or documents which may be needed or required from time-to-time by Open Space CCW or third parties in conjunction with the treatment of the client within a timely fashion (within 48 hours of session time).
- Keep client files accurate and up to date.
- Attend all staff meetings and training as directed by Open Space CCW leadership team.
- Conduct and regulate counseling services in a professional manner so as to maintain and increase the goodwill and reputation of Open Space CCW. Be respectful of, cooperative and collaborative with co-workers.
- Passion for working with others (being collaborative) and helping our team members grow and learn.
- Other duties as assigned.

POSITION REQUIREMENTS & QUALIFICATIONS:

- At least 2 years of experience working as a counselor, clinical social worker, or marriage & family therapist; and
- Master's Degree or Doctoral Degree in counseling or social work related field; and
- Active, unrestricted license (LCSW, LMFT, or LPC) in the State of Pennsylvania (**must be fully licensed**).
- Experience in working with clients across the spectrum of gender, sexual and relationship minorities, and committed to affirming equality and diversity.
- Does not have their own solo private practice or work in another group practice.
- Ability to hold 25 client sessions per week (full time status).
- Alignment with Open Space CCW's mission, vision, and values - excited by furthering our mission to eliminate fear of judgment as a barrier to personal growth and wellness.
- Organized, detail oriented, and thrives in a team oriented environment.

- Ability to work independently, utilizing verbal and verbal communication skills when assistance is needed.

ADDITIONAL PREFERRED QUALIFICATIONS:

- Have at least one other niche market for counseling services (i.e. relationship counseling, teens, trauma, eating disorders, OCD, etc).
- Training in a specific modality (i.e. EMDR, DBT, Somatic Experiencing)
- Already credentialed with insurance companies preferred, but not necessary.
- Experience in a private practice setting.

ACKNOWLEDGEMENT:

Team Member Name:	Date:
Team Member Signature:	Date: