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**Job Title:** Unlicensed Clinician  
**Program/Dept.:** Welfare-To-Work Mental Health Employability Services  
**Classification:** Temporary, Full-Time/Exempt  
**Salary:** \$76,200.00/Annually  
**Reports to:** Clinical Supervisor  
**Location:** 4879 E. Kings Canyon Road, Fresno, CA 93727  
**Date:** January 17, 2023

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#### 1. AGENCY

The Fresno Center (TFC) is a non-profit organization that was established in the past 29+ years, serving the community of Fresno County. TFC offers 20 different support services that include mental health, wellness, and healing, from immigration to education advocacy to clinical behavioral services to holistic wellness services. TFC is the one-stop shop that promotes cross-cultural understanding and cultural preservation. Eight of our 20+ programs focus on mental health services (Horticultural Therapeutic Community Centers Program, Living Well Center, Welfare-to-Work Mental Health Employability Services, Holistic Cultural and Educational Wellness Center, and Neighborhood Resource Center, California Reducing Disparity Project, Central Valley Regional Center Latino and Southeast Asian Navigator Program, and Kaiser Community Benefits Program). Our motto is to “Inspire, Encourage, and Cultivate.” Our commitment is to equip staff with the best training and practices to develop and maintain client loyalty and be the employer of choice in the Central Valley.

#### 2. THE PROGRAM

The Fresno Center (TFC) shall provide mental health (MH) treatment to families who are recipients of California Work Opportunity and Responsibility to Kids (CalWORKs) Welfare-to-Work (WTW) benefits. The provided services will be for participants with mild-to-moderate mental health symptoms, based on Department of Behavioral Health's standards, for the purpose of removing barriers to employment, and will serve participants both in the City of Fresno (Metro) and rural Fresno County (Rural).

The program shall have as its purpose the removal of barriers to employment by providing mental health services, resulting in participants engaging in school, employment, or approved WTW activities. The goal is for participants to transition from welfare to work.

The position is contingent upon continued funding. The Fresno Center will not be responsible in any manner for termination's which are due to defunding of Federal or State Contracts/Grants. The Fresno Center is at-will and may be terminated by you or the company at any time regardless of the end date of the Federal or State Contracts/Grants.

#### 3. SUMMARY/OBJECTIVE

The Unlicensed Clinician will provide mental health (MH) treatment to remove barriers to employment for families who are recipients of the California Work Opportunity and Responsibility to Kids (CalWORKs) Welfare-to-Work (WTW) benefits with mental health symptoms. It ensures that families can receive ongoing, non-employment related MH treatment, non-employment MH services, and case management services to ensure the client is linked to ongoing MH service providers. In turn, thousands of families and individuals will receive a meaningful transition from employment-related MH services to non-employment MH services, and/or resulting in clients engaging in their educational goals, employment opportunities, or other approved Welfare-to-Work activities; thus, resulting in clients' transitioning from welfare to work.

The Unlicensed Mental Health Clinician is under immediate supervision of a licensed staff, receives training, and clinical supervision in providing professional cultural and/or linguistic mental health services; conducts and/or assists in conducting assessments, case management, rehabilitation, individual, group, marital, family therapy, and counseling sessions; and performs other related work as needed.

#### 4. ESSENTIAL FUNCTIONS:

- 4.1. Staff will have a caseload depending on the need of the program and will provide culturally appropriate and sensitive services such as therapy, rehabilitation, and/or case management services as needed.
- 4.2. Attends weekly individual and group supervision to review cases.



- 4.3. Conducts assessments, functional evaluations of consumers, and formulating appropriate behavioral health wellness and recovery treatment plans for clients.
- 4.4. Conducts crisis and/or risk assessments and response.
- 4.5. Staff will use a client/family-centered approach for treatment.
- 4.6. Completes all required documentation within 3 business days.
- 4.7. Attends mandatory regularly scheduled department/agency meetings.
- 4.8. Willingness to drive to rural area to work with clients.
- 4.9. Accurately prepares correspondence, records, forms, and/or reports.
- 4.10. Responds to e-mails in a timely manner.
- 4.11. Other relevant job duties.

**5. MINIMUM QUALIFICATIONS:**

- 5.1 Must have transportation and a valid California Driver's License.
- 5.2 Clean DMV record and valid vehicle insurance.
- 5.3 Must pass background check, Live Scan, and drug test.
- 5.4 Commitment to the mission and values of the agency.
- 5.5 Committed to community building and development.

**6. COMPETENCY:**

**6.1. Knowledge of:**

- 6.1.1. Principles, theories, techniques, and practices used in counseling psychology, clinical social work, and/or marriage and family therapy including techniques used for the diagnosis of and behavioral health services for chronically mentally ill and emotionally disturbed consumers in a wellness and recovery evidence-based practices framework;
- 6.1.2. Principles and practices of behavioral health education, community organizations and allied behavioral health services and resources.
- 6.1.3. Laws, regulations, and ethical standards governing behavioral health treatment, and medical records;
- 6.1.4. Behavioral health interviewing techniques and behavioral health treatment methods;
- 6.1.5. Intensive and long-term case management services in a wellness and recovery evidence-based framework;
- 6.1.6. Cultural competency theory, practice, and its application.

**6.2. Skills/Abilities to:**

- 6.2.1. Identifies and evaluates normal and abnormal behavior tendencies, prioritize, rank and group these behaviors leading to an appropriate diagnostic label(s) within the consumer's cultural and linguistic perspective;
- 6.2.2. Communicates effectively in both oral and written forms to other behavioral health staff, consumers, their family members and other interested community members about wellness and recovery mental health philosophy, terminology and concepts in an understandable, non-threatening manner;
- 6.2.3. Establishes and maintains effective work relationships with team members, other behavioral health services staff, clerical staff, and other professions;
- 6.2.4. Keep current with new developments, trends of thoughts, and literature in the fields of psychology, social work, and/or other mental health services especially evidence-based practices and wellness and recovery models and any other areas that the program determines as a priority.

**7. SUPERVISORY RESPONSIBILITIES:**

This position has no direct reports or level of supervision.

**8. PERSONAL QUALITIES:**

- 8.1. Accountable
- 8.2. Diligent and organized
- 8.3. Ethical and loyal
- 8.4. Punctual
- 8.5. Flexible
- 8.6. Problem-solver
- 8.7. Creative
- 8.8. Honest



**9. WORK ENVIRONMENT:**

Traditional office environment with full-time staff from 8am-5pm; lunch break from 12-1pm. There are shared space accommodations and private office usage for direct client services. Everyone works as a team to support each other and keep everyone safe.

**10. TYPICAL WORKING CONDITIONS:**

The office setting is a normal environment. Occasionally work during early morning, evening, or weekend. May be subject to temperature variances in the office. The noise level in the work environment is usually moderate but may come excessively loud with the increased patient flow during a busy day.

**11. TYPICAL PHYSICAL DEMANDS:**

Requires sitting, standing, or walking for up to eight hours a day. Some bending, stretching, or reaching may be necessary. Lifting to 40 pounds may be required on occasion. Vision must be correctable to 20/20 and hearing must be in the normal range for telephone contact.

**12. POSITION TYPE AND EXPECTED HOURS OF WORK:**

This is a full-time exempt position with typical work hours from 8:00 am to 5:00 pm.

**13. TRAVEL:**

This position will require some travel within Fresno County.

**14. REQUIRED EDUCATION AND EXPERIENCE:**

14.1. **Education:** Graduated from an accredited college or university with a Master's Degree in Social Work with an emphasis in clinical social work, Master's Degree in Clinical Counseling, Master's Degree in Marriage and Family Therapy, or Doctoral Degree in Clinical/Counseling Psychology.

14.2. **Registration:** Current, active, or eligible for registration with the State of California Board of Behavioral Sciences or California Board of Psychology as an Associate Clinical Social Worker (ASW), Associate Marriage and Family Therapist (AMFT), Associate Professional Clinical Counselor (APCC), or Registered/Waived Psychologist..

**15. PREFERRED EDUCATION AND EXPERIENCE:**

See Required Education and Experience.

**16. ADDITIONAL ELIGIBILITY QUALIFICATIONS:**

None

**17. BENEFITS:**

17.1. Medical, vision, and dental coverage.

17.2. Life insurance coverage at annual salary.

17.3. Sick leave, per personnel policy (7 days per year).

17.4. 401k retirement plan, after completion of 90 days of employment; potential 3% match.

17.5. Vacation, per personnel policy (12 days per year).

17.6. Holidays per personnel policy (currently 12 paid holidays per year)

**CLOSING DATE: January 31, 2023 @ 5:00 PM.**

To apply, please submit a cover letter, resume, and three references **via email** to Kellie Charfauros, HR Coordinator at [kellie.charfauros@fresnocenter.org](mailto:kellie.charfauros@fresnocenter.org), with **Unlicensed Clinician position** in the subject line, or you can pick up an application at The Fresno Center, 4879 E. Kings Canyon Road, Fresno, CA 93727. The Fresno Center values diversity and is an affirmative action employer. All interested individuals, including women, people of color, people over forty, and persons with disabilities are encouraged to apply.