CLASS TITLE: Clinical Therapist I

CHARACTERISTICS OF THE CLASS: Under supervision, the class functions at the entry level, providing professional therapeutic treatment and counseling to clients at a mental health center; and performs related duties as required.

EXAMPLES OF DUTIES: Conducts comprehensive clinical interviews with clients and their families to collect data needed for mental health assessment and diagnostic purposes; develops individual treatment plans based on clinical assessments and diagnostic interviews under the guidance of senior staff; conducts individual, group and family psychotherapy and counseling sessions; meets with supervisor and participates in group staff meetings to review the status of caseloads and the progress of clients; consults with psychiatrists, physicians and other clinical staff for cooperative planning and implementation of treatment plans; makes referrals and linkages with health and social service agencies to obtain needed support services for clients; provides case management services to assigned client caseload; responds to emergency situations, providing crisis intervention services to clients; maintains detailed case records and prepares reports on services provided to clients; provides information and materials on mental health issues and services available to community groups and individuals; provides counseling and psychotherapy services to employees through a departmental employee assistance program.

RELATED DUTIES: Participates in staff development activities and workshops.

MINIMUM QUALIFICATIONS:

Training and Experience. Graduation from an accredited college or university with a Master’s degree in Psychology or Social Work, OR a Master’s degree in Guidance and Counseling, Vocational Rehabilitation, Pastoral Counseling, Art Therapy or Educational Psychology supplemented by a one year post-master’s supervised practicum carried out in a mental health setting, or an equivalent combination of training and experience, provided that the minimum degree requirement is met.

Knowledge, Abilities and Skill. Knowledge of the principles, practices and theories of mental health care and psychotherapy. Knowledge of individual, family and group psychotherapy and counseling methods. Knowledge of resources and services provided by community
social service agencies. Knowledge of departmental policies and procedures relating to case management.

Ability to conduct comprehensive needs assessments. Ability to develop and implement behavior modification and treatment plans. Ability to work closely and effectively with a culturally diverse clientele. Ability to provide counseling and psychotherapy services to clients.

Some skill in the application of psychotherapy theories and practices. Good human relations skills. Good oral and written communication skills.

**Working Conditions.** Health clinic or general office environment.

**Equipment.** Standard office equipment including personal computers.

**NOTE:** While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

June, 2002
City of Chicago
Department of Personnel