

**Position Title:** Mental Health Professional

**FLSA Classification:** Exempt

**Job Family:** Professional 2

**Reports to:** Director of Clinical Services

Our Mission: We engage communities, organizations and individuals through quality research, community organizing, advocacy, training and model programming to advance the right of girls, young women and those that identify as female, especially those in the system.

### Purpose of Position

The Mental Health Professional works as part of a team within Model Programming to provide girl-centered mental health counseling and care management to girls, young women, and individuals who identify as girls/young women, who are involved in the juvenile or criminal justice system or are at risk for justice-system involvement. In alignment with the Policy Center mission, the mental health professional uses their experiences with the girls to inform the research and advocacy departments as to patterns, themes and trends related to providing girl centered care.

### Essential Functions

- Work as part of a team to develop purposeful connections with girls and their families/caregivers
- Provide mental health counseling and support to individuals, families and groups
- Identify girls' individual needs and refer to appropriate community resources
- Travel throughout Duval, Clay, Baker, Nassau, and St. John's Counties to provide services in homes, schools, detention facilities, community agencies, and other locations as needed
- Advocate for girls' needs alongside and/or on behalf of girls and their families in courts, schools, and other systems
- Build collaborative relationships with community providers and officials who impact the lives of girls
- Provide compassionate access to girls and families in times of crisis
- Document interventions as required by internal policies & procedures to comply with HIPAA and contractual demands and to meet research needs
- Inform research and strategic advocacy agendas by elevating girls' voices and stories to Policy Center leadership
- Participate in DBWPC and Programming Team staff meetings and decision-making processes

### Secondary Functions

- Prepare, facilitate, and document SAVVY Sister and Diversion groups, as needed
- Supervise volunteer interns
- Provide training/technical assistance for community partners
- Support DBWPC programs and events

- Provide assistance and support for other Girl Matters: Continuity of Care Model Program components, as needed and appropriate

### Other Duties

This job description is not intended to contain a comprehensive listing of the duties and responsibilities that are required of the employee who fills this position. Duties and responsibilities may be adjusted at any time to best fit the needs of the Policy Center.

### Required Knowledge, Skills, and Abilities

#### Organizational:

- Understanding of Girl-Centered Principles – Understands girl-centered principles and is willing to grow in knowledge of these principles
- Growth-Mindset – Receptive to feedback, willing to learn, embraces reflective practice
- Solution-Oriented – Brings possible solutions when presenting obstacles or challenges to supervisor
- Collaborative – Seeks input and buy-in from girls, colleagues, and external partners, as appropriate

#### Individual:

- Counseling and Support Skills -
  - Experience providing trauma-informed counseling and healing-centered engagement
  - Knowledge of resources available to girls and families in Duval, Clay, Nassau, St. Johns, and Baker counties; or demonstrated ability to develop resource networks
- Documentation – demonstrated ability to document interventions appropriately and on deadline

### Required Education and Experience

- Master's Degree in Social Work, Mental Health Counseling, or related field
- Individual must be licensed or license-eligible in the state of Florida as a Mental Health Counselor or Clinical Social Worker

### Supervisory Responsibility

This position may supervise volunteer interns.

### Work Environment/Physical Demands

This position operates in multiple environments, including professional offices, locked detention facilities, schools, and community sites with varied levels of accessibility. This role routinely uses standard office equipment such as computers and phones and transports supplies such as books, art materials, and food.

### Position Type/Expected Hours of Work

## Position Description

This is a full-time position. The nature of the work often requires employee engagement outside of traditional office hours, including late nights/early mornings and weekends. The individual in this position is expected to work with colleagues to ensure that girls are able to connect with a Policy Center team member at any time.

### Travel

This position requires daily travel throughout the Jacksonville metro area and surrounding counties and occasional travel throughout the state of Florida.

If you are interested in this position, please send your resume and cover letter to [careers@seethegirl.org](mailto:careers@seethegirl.org), with Mental Health Professional in the subject line.