

**Nationalities Service Center – Job Description**

**Part-Time Therapist: LPC or LCSW**

Nationalities Service Center (NSC) is a non-profit organization that provides social, educational, and legal services to immigrants and refugees in the greater Philadelphia area. Our strength lies in the diversity of our clients and services. Since NSC’s founding in 1921, our mission has been to help immigrants and refugees participate fully in American society. Each year, we help approximately 5,000 individuals from over 100 countries.

**Position Overview**

The part-time therapist’s main objective is to provide therapy services for adult clients in our Anti-Human Trafficking, survivor or torture (Philadelphia Partnership for Resilience) and survivor of domestic violence and crimes (Bridge to Wellness) programs. The therapist will provide client-centered, trauma-informed and culturally responsive individual therapy sessions at one of our satellite locations in either Norristown and/or Northeast Philadelphia in additional to occasional meetings at NSC’s main office. Working hours will include weekend and evening hours. All applicants must be fluent in Spanish and have a strong knowledge of trauma-informed practice. Part-time hourly rate is $40/hour for 6-12 hours/week. The therapist will work under the supervision of the Wellness and Intake Coordinator and the Director of Programs and Quality Assurance and in close collaboration with the Anti-Human Trafficking, Philadelphia Partnership for Resilience, and Bridge to Wellness teams.

**Experience and Education**

* Current LPC or LCSW
* Two years (may include internships) of direct clinical experience including groups
* Minimum 1 year previous experience working with immigrants
* Experience developing programs and projects in atypical settings
* Must complete 40-hour New Jersey State Confidential Sexual Violence Advocacy crisis training and the 40 hour Domestic Violence Training provided by SERV
* Experience working with victims and survivors of sexual violence preferred
* A Pennsylvania and New Jersey license for counseling is required
* Current driver's license with a good driving record of at least three years
* The ability to communicate efficiently and professionally in written and oral formats.
* Fluency in Spanish

**Essential Functions**

* Provides direct counseling and personal advocacy to victims/survivors including individual and group sessions.
* Maintains all necessary records, reports, progress notes, assessment summaries and outcome measurement surveys.
* Safeguards confidential information gained as a result of the job.
* Effectively communicate progress and any major issues to Wellness and Intake Coordinator and Department Director
* Identify potential crises and devise contingency plans
* Work with Wellness and Intake Coordinator to schedule interpreters when needed and reserve space for sessions
* Assist with the implementation of department goals and objectives
* Actively participate in scheduled case meetings and other department, agency, community and provider meetings, as needed
* Advocate on behalf of the clients and those similarly situated within NSC and throughout the broader community.

**Knowledge, Skills and Abilities**

* Possesses strong interpersonal skills as demonstrated by compassionate, courteous, cordial, cooperative, and professional interaction with diverse groups of co-workers, external business partners, and the community
* Strong understanding of refugee/individual/collective trauma and impact on client wellbeing
* Ability to build rapport and therapeutic relationship with clients and families
* Demonstrates multicultural awareness and experience working with immigrant population
* Commitment to promote social justice and develop critical consciousness
* Excellent organizational and written, verbal and non-verbal communication skills
* Ability to effectively prioritize and execute tasks in a high-pressure environment is crucial
* Exceptional problem-solving skills. Can conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.
* Must be pro-active in assessing needs, risks, and opportunities
* Detail-oriented, ability to multi-task and effectively prioritize.
* Strong computer skills. Familiar with the usage of Microsoft Office and Excel
* Experience at working both independently and in a team-oriented, collaborative environment is essential
* Strong understanding of NSC’s mission, vision, values, and programs
* Knowledge of legal and political issues, and community resources and benefits that impact and/or benefit the targeted client needs
* Bilingual skills are required

Nothing in this position description restricts management’s right to assign or reassign duties and responsibilities to this job at any time.

**To Apply:** For consideration, please send your cover letter, resume, to jobs@nscphila.org. Applications accepted until position is fill.

NSC does not discriminate in employment because of age, sex, race, religion, national origin, and sexual orientation or for any reason not relevant to the qualifications of the position.