

**CAYMAN ISLANDS GOVERNMENT
JOB DESCRIPTION**

Job Title:	Therapist (Community-based)	Reports To:	Clinical Supervisor, The Counselling Center
Job Holder:	Various	Cost Centre:	Department of Counselling Services

1. JOB PURPOSE

To offer trauma informed care and evidence based therapeutic practices in the community to families, couples, and individuals (including children, adolescents, adults and older adults) resident in the Cayman Islands, including Cayman Brac.

To act as a liaison between other systems of care including but not limited to Departments of Mental Health, Children and Family Services, RCIPS and the Multi Agency Safeguarding Hub Education Services and Community Rehabilitation; Drug Rehabilitation and Mental Health Courts, and CAYS Foundation.

2. DIMENSIONS

1. There are 6 Therapists offering services to all districts of Grand Cayman collectively providing services to more than 500 individuals annually. Services include but are not limited to evidence based, trauma informed individual, family and group therapy, assessment and treatment services.
 2. Each Therapist hold a caseload of 50-60 clients at any given time, requiring a minimum of 25 individual client appointments per week.
 3. Therapists are responsible to facilitate group sessions during the work day and in the evening.
 4. Therapists travel bi-weekly to Cayman Brac, to provide specialised behavioural health, trauma informed care and substance use treatment to more than 50 clients annually, in addition to specialised group programmes several times each year.
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3. PRINCIPAL ACCOUNTABILITIES

Therapeutic Clinical Services:

65%

1. Provide evidence based, trauma informed assessments, to all individuals who present for services.
2. Provide on call crisis management services to high risk client situations.
3. Conduct individual sessions with clients, which can include sessions with family members and significant others to assist clients to establish and accomplish their treatment goals.
4. Develop, in conjunction with clients, individualised treatment plans and evaluate on an ongoing basis progress of client toward achieving stated goals.
5. Facilitate and provide trauma informed and evidence based couple, family therapeutic treatment services.
6. Facilitating specialised treatment groups.
7. Provide clinical monitoring and direction to counsellor trainees to assist in the development of their skills and experience.
8. Maintain confidential and up to date client records on all counselling matters; completing relevant client file documentation and preparing reports to assist with monitoring the progress of clients.

Liaison with outside agencies:

10%

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9. Receive referrals from outside agencies who are in need of more intensive psychotherapy, substance abuse treatment, trauma informed care, and other longer-term evidence based mental health counselling.
 10. Attend the multi-agency case conferences and meetings in order to share and receive service delivery options and to ensure appropriate placement and treatment of clients.
 11. Network with outside professionals and agencies in order to utilize their resources to effectively meet the behavioural, social and emotional needs of our clients and their families.
 12. Delivery of psychoeducation to community members to increase their awareness of, and increase skills in dealing with various life issues through workshops, presentations, attendance at community events or participation through the various media.

System Wide service support:

5%

13. Alongside other therapists and psychologists, provide training, counselling services and debrief to shelter wardens and other disaster management personnel as a part of the Hazard Management response in the Cayman Islands.
14. Gather and report on required Mental Health data as requested by the Mental Health Commission.
15. Represent The Counselling Centre on multi-disciplinary Committees to provide advice and information pertinent to policy development.

Crisis Management and Child Protection Factors:

15%

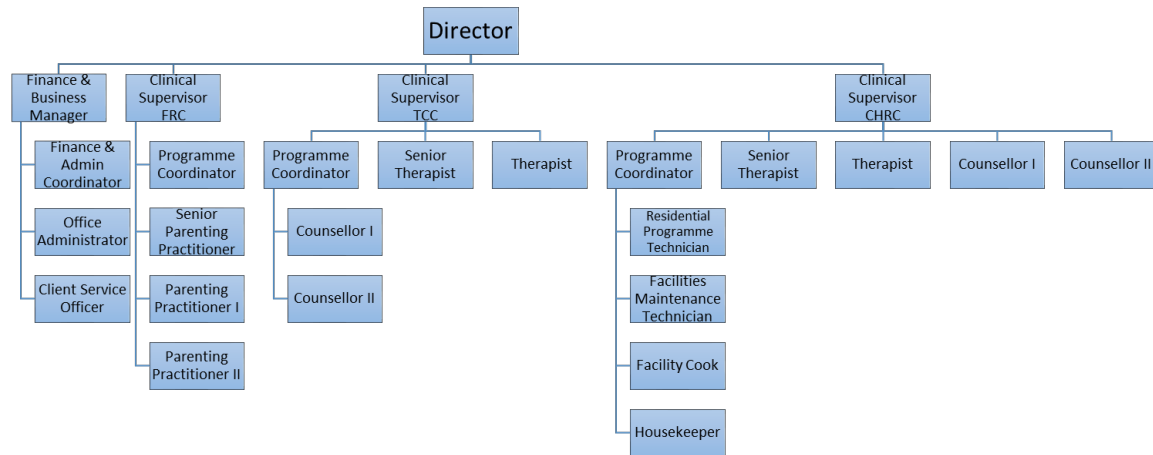
16. As Mandated reporters of Child Abuse, assess the need to make referrals to the Department of Children and Family Services when matters of child abuse or neglect are identified.
17. Attend on going crisis management trainings to ensure the responsibility to report suspected abuse and neglect cases are handled in accordance with DCS procedures for reporting matters.
18. Provide advice to the management team with regard to the implementation of all policies surround safeguarding at risk children and adolescents.
19. Report all breaches of procedure and policy to the DCS Clinical Supervisor.

Other:

5%

20. Consult and engage with the management team of The Department of Counselling Services (DCS) to make recommendations regarding programme development as appropriate to assist with the expansion of treatment services which meet the needs of DCS clients and the broader community.
 21. Participate as requested in department committees, which address system wide engagement initiatives within the organization.
 22. Actively participate in performance management and professional development activities, and where appropriate, contribute to development strategies, practices and procedures that improve the function and service delivery by the DCS team.
 23. Carry out any other duties commensurate with the purpose and grading of the post that is determined from time to time by the Clinical Supervisor or other Senior Manager.
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4. ORGANISATION CHART



5. BACKGROUND INFORMATION

The Department of Counselling Services (DCS) is the lead agency within the Cayman Islands Government that provides quality cost-effective, evidence-based treatment services within the Cayman Islands. DCS is an integral component of the coordinated mental health system that supports the implementation of the Cayman Islands Mental Health Policy 2017-2022.

The Department is comprised of three distinct agencies: Caribbean Haven Residential Centre located in Breakers, Grand Cayman offers intensive substance abuse treatment that is tailored to the needs of adult male and female clients to all residents in the Cayman Islands. The Family Resource Centre offers parenting skills programmes, parent coaching by certified coaches, psycho-educational workshops, advocacy to victims of family violence, and spearheads public awareness campaigns aimed to strengthen families and individuals. The Counselling Centre provides evidence based, trauma informed, community-based treatment services to residents of Grand Cayman who may require assistance with a variety of life challenges while these services are provided to residents of the Sister Islands at Brac Haven – Sister Islands Counselling Centre.

DCS provides services to over a thousand individuals annually through outreach initiatives, workshops, community events, individual, couples, group and family therapy. The post holder is a member of The Counselling Centre Clinical Treatment Team.

Client populations include persons suffering from:

- Trauma

- Substance Use Disorders and Addiction
- Family and relationship difficulties
- Mental health issues
- Work and school concerns
- Individual psycho-social problems.
- Legal concerns

The emphasis of this role is to provide clinical interventions in the community to individuals who experience a range of social, emotional, and behavioral concerns, to enable them to reach their full potential within their home, school, employment, or social environment.

6. KNOWLEDGE, EXPERIENCE AND SKILLS

Education and Experience

- Possess the minimum of a Master's degree in a Social Science: Counselling, Psychology, Marriage and Family Therapy, Social Work or the equivalent discipline.
- Evidence of (or eligibility for) licensure, certification or registration with regulatory body with specification to practice as a psychotherapist within the current jurisdiction of practice or training.
- 3-5 years of experience working as a specialized therapist with individuals, couples, groups, and families.
- Experience working with mandated clients is considered an asset.
- Evidence of integrative counselling skills and knowledge of trauma informed care.
- Experience working with co-occurring disorders is considered an asset.
- Cross cultural experience is considered an asset.
- Excellent communication skills are required including the ability to develop proper case documentation.

Skills and Characteristics

- Willingness to work as part of a positive team and promote a culture of inclusion and participation, but also demonstrate initiative to work independently.
- Willingness to work with mandated and dually diagnosed clients.
- Sound understanding of Professional ethics including: setting boundaries, policy adherence and limits of confidentiality.
- Proficiency in computer applications software including Windows & Microsoft Office (Word, Excel, Access, and Power Point).
- Experience in case management software would be an asset.
- Hold a valid driver's license.

7. ASSIGNMENT AND PLANNING OF WORK

Work is generated through referrals from outside agencies including: Departments of Children and Family Services, MASH, Community Rehabilitation, Health Services Authority – Psychiatry & Behavioural Health Services, Needs Assessment Unit, Mental Health and Drug Rehabilitation Courts, government and private school systems, outside for-profit and non-profit agencies, and self-referrals from clients.

Client assignments are given through the supervisory process to ensure client needs are met. Post holder then takes the responsibility to manage each assigned case until treatment goals are accomplished.

Counsellors receive regular clinical supervision to ensure the use of best practices.

8. SUPERVISION OF OTHERS

While there are no direct reports, this is a senior clinical position within the organisation and the post-holder is responsible for mentoring Counsellors and other paraprofessional staff through co-facilitation of group and individual sessions, case consultation and active participation in weekly all-staff team meetings.

9. OTHER WORKING RELATIONSHIPS

Post holder will liaise with Therapists and other staff at Caribbean Haven Residential Centre (CHRC) and Programme Facilitators at the Family Resource Centre (FRC) to facilitate internal client referrals, and to assess clients' progress in either of these programmes. Additionally, the postholder will liaise with other members of the treatment network including persons within the legal system, social service system, law enforcement system, mental health services, the education system, and other interested individuals or groups to facilitate completion of a wide range of treatment goals for individual clients.

10. DECISION MAKING AUTHORITY AND CONTROLS

Postholder assumes responsibility for the management of assigned client cases, and makes recommendations regarding programme development, policies, and procedures to Management.

The DCS Therapist is required by the Children Law to report any instances of suspected child abuse or neglect. The post holder is responsible to follow all DCS policies and procedures adherent to reporting. Furthermore, client confidentiality, dual relationships and other ethical matters require the post holder to follow all DCS policies and procedures.

When encountering a client who presents as a danger to self or others, the Therapist is to consult with the Clinical Supervisor or other Manager to ensure adherence to policies and procedures designed to mitigate risk.

11. PROBLEM/KEY FEATURES

Given the nature and scope of activities of the Department of Counselling Services, the ability to uphold principles of confidentiality and treat clients and colleagues with dignity and respect at all times is paramount. Services are provided in multiple locations which can present challenges and frustrations to counsellors who have to negotiate within the various systems in which they provide services to ensure they maintain their own professional standards.

Given the complexity of issues which clients may present with, it is imperative that clinicians have experience with and demonstrate competence in working with a broad range of issues. Postholder must demonstrate a willingness to continue to update professional skills in order to remain current with best practices in the field.

Postholder must demonstrate the ability to work with clients who are mandated to treatment and possibly involved with the prison system.

Clinicians must practice from a strong ethical base, as within a small community such as the Cayman Islands, many challenges exist in developing and maintaining appropriate boundaries with clients, and ensuring a high degree of confidentiality that is necessary in this field.

Postholder must also exhibit sensitivity to the needs and problems of a culturally diverse client base.

12. WORKING CONDITIONS

Postholder will work a 37.5 hour week, which will include at least one evening per week. This does not include Public Holidays, annual or professional development leave. The postholder may, on occasion, need to arrange their schedule in order to prioritise clients' needs. This includes working in Cayman Brac and/or on a weekend in order to meet the needs of the clients and community at large.

The postholder is expected to comply with the Workplace rules of The Counselling Centre, the DCS Code of Ethics, and the Human Resource Policies and Procedures of the Ministry of Health, and Wellness.

AGREED BY:

Post-holder: _____

Date: _____

Head of Department: _____

Judith Seymour

Date: _____

Chief Officer: _____

Date: _____