

**CAYMAN ISLANDS GOVERNMENT
JOB DESCRIPTION**

Job Title:	Therapist (Residential)	Reports To:	Clinical Supervisor, Caribbean Haven Residential Centre
Job Holder:	Various	Cost Centre:	Department of Counselling Services

JOB PURPOSE

As a member of the treatment team at Caribbean Haven Residential Centre which serves adult males and females with substance use disorders and co-occurring mental health disorders, the Post Holder will act as the primary therapist for their assigned clients, and offer evidenced based individualised treatment and group therapeutic services. The post holder will also complete comprehensive assessments for clients referred through Courts and Conditional Release Board and make appropriate treatment recommendations based on client need.

DIMENSIONS

The services at Caribbean Haven Residential Centre include non-medical withdrawal management, primary treatment for men and women with substance use disorders and co-occurring mental health disorders, and a re-entry programme to support clients' reintegration into the community.

The programme operates year-round (excluding exceptional circumstances) and provides 24-hour care to residents.

The male treatment programme accommodates eighteen men and the female treatment programme accommodates six women. The length of stay in treatment is varied and determined on an individual basis in collaboration with the client and dependent on client's needs.

Post-holder is a member of a clinical team which comprises 2 Therapists and 7 Counsellors, all of whom are supervised by the Clinical Supervisor. Each Therapist assumes responsibility for providing individualised therapy to all clients resident in the male and female treatment centre which can include up to 12 clients each at any given time.

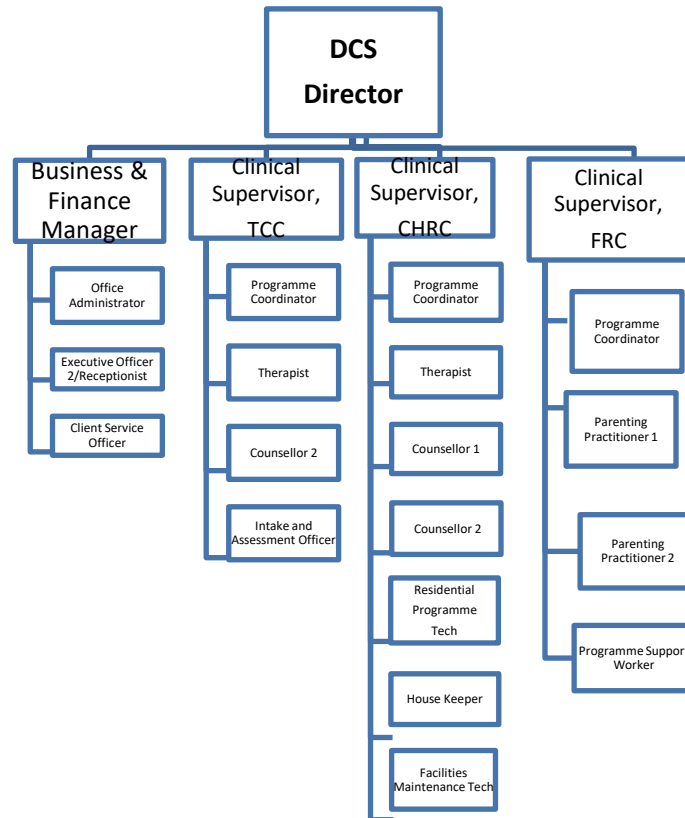
PRINCIPLE ACCOUNTABILITIES

	% Time
1 Therapeutic Clinical Services	35%
• Provide Evidence-based Therapeutic Group Sessions and facilitate psycho-educational groups to increase client awareness and teach new skills that will enhance client ability to deal more effectively with a variety of life related issues, and assist clients in achieving their goals. • 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. • Facilitate evidence-based therapeutic treatment services. • Provide clinical monitoring and direction to counsellors to assist in the development of their skills and experience. • 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	
Assessment and Treatment Planning	

2	• Conduct comprehensive assessments on clients entering the residential treatment programmes to determine suitability and to identify treatment needs. • Conduct assessments on clients at HMP who are referred by the courts and the Conditional Release Board and make appropriate referrals/recommendations. • Construct a Clinical Profile for each client based on assessment scores and information, including initial treatment goals, and provide assessment reports to the courts or other referral agencies as needed. All outgoing reports are to be reviewed by Senior Management prior to distribution. • Develop, in collaboration with clients, individualised treatment plans within 7 days of admission to the residential programme, evaluate progress toward identified goals weekly and update the plan every 30 days to include newly identified goals as needed.	30%
3	Liaison with Outside Agencies • Facilitate referrals from outside agencies for clients who are in need of more intensive substance abuse treatment, and other longer-term, evidence-based, dual-diagnosis treatment options. • Attend multi-agency case conferences and meetings in order to share and receive service delivery options and to ensure appropriate placement and treatment of clients. • Advocate for clients' rights among the treatment network. • Network with outside professionals and agencies in order to utilise their expertise and resources in order to effectively meet the behavioural, social and emotional needs of our clients and their families. • Deliver psychoeducation to community members to increase their awareness of, and increase skills in dealing with various life issues through workshops, or presentations, attendance at community events or participation through the various media.	15%
4	System Wide Service Support • 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. • Gather and report on required output Mental Health data as requested by the Department of Counselling Services and/or the Mental Health Commission. • Represent Caribbean Haven Residential Centre on multi-disciplinary Committees to provide advice and information pertinent to policy development.	10%
5	Other • 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. • Participate as requested in department committees, which address system wide engagement initiatives within the organization.	10%

- 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.
- 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.

ORGANISATION CHART



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 four distinct agencies: 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*.

Caribbean Haven Residential Centre (CHRC) located in Breakers, Grand Cayman offers intensive substance abuse treatment for adult male and female residents, including clients with Co-occurring Disorders. The Withdrawal Management Unit at CHRC offers non-medical, social detoxification to individuals who require a safe environment in which to withdraw from substances that do not require medical management. In addition to the primary residential treatment, CHRC also offers clients who successfully complete treatment the opportunity to participate in re-entry which allows for a gradual return to the wider community and allows clients the opportunity to obtain employment and safe housing.

A significant portion of referrals are received from the courts, Conditional Release Board, Department of Community Rehabilitation and Mental Health. The treatment programme at CHRC provides for individualized, client centered services that are tailored to meet the needs of a diverse client base but also incorporates some therapeutic community components to emphasize personal responsibility, and provide the client with knowledge and skills essential to a healthy, sober lifestyle.

KNOWLEDGE, 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 qualifications/discipline.
- Evidence of (or eligibility for) licensure, certification or registration with a regulatory body with specification to practice as a psychotherapist within the current jurisdiction of practice or training.
- Have 3 – 5 years of clinical experience working as a specialised therapist with individuals, and groups in a therapeutic residential setting.
- Prior experience working with mandated clients co-occurring disorders is required.
- Evidence of integrative counselling skills and knowledge of dual diagnosis treatment.
- 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.
- CPR and Basic First Aid are required.
- Hold a valid driver's license.

ASSIGNMENT AND PLANNING OF WORK

Work is generated through referrals from outside agencies including: Departments of Community Rehabilitation, Children and Family Services, Health Services Authority – Psychiatry & Behavioural Health Services, Needs Assessment Unit, Mental Health and Drug Rehabilitation Courts, 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. Therapists and Counsellors receive regular clinical supervision to ensure the use of best practices.

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.

OTHER WORKING RELATIONSHIPS

The post-holder is expected to work as part of the clinical treatment team sharing responsibility for clients. Post-holder will liaise with partner agencies, community resources and work in collaboration with colleagues across the Department to facilitate ongoing treatment for clients as they re-enter the community.

Additionally, liaison with the legal system, social service system, mental health services, law enforcement system; Health care system, and other interested individuals or groups will be necessary to facilitate completion of a wide range of treatment goals for individual clients.

DECISION MAKING AUTHORITY AND CONTROLS

The post-holder will be responsible for directing and managing clients while on shift and must exercise sound clinical judgment. 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, as well as harm to self or others. The post holder is responsible to follow all DCS policies and procedures adherent to reporting. 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.

Furthermore, client confidentiality, dual relationships and other ethical matters require the post holder to strictly adhere to all DCS policies and procedures.

The post holder makes recommendations regarding programme development, policies and procedures, and recommendations regarding management of client cases.

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.

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.

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. A significant percentage of the clients referred have been mandated to attend treatment, it is therefore essential that the post-holder demonstrates the ability to understand their presentation and has the skills to work with these clients from a client-centered approach.

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

In addition to presenting with varied treatment issues, the treatment community at the residential centre includes women and men; can range in age from 18 to 65+; have a range of literacy and comprehension levels; and vary in socioeconomic background.

Additionally, the centre provides 24-hour care for clients. The post-holder must therefore be flexible to work various shifts on multiple days of the week. This can also be a challenging environment in which to work, so it requires staff to develop appropriate self-care measures to ensure their well-being.

Post holder must demonstrate a willingness to enhance and update professional skills in order to remain current with best practices in the field, and are therefore also required to attend trainings, workshops and meetings as necessary.

WORKING CONDITIONS

Post holder will work a 37.5 hour week which may include evenings and/or weekends as the exigencies of the service demand. This may also include Public Holidays, for which the post-holder will receive a day in lieu.

The post holder is expected to comply with the Workplace rules of Caribbean Haven Residential Centre, the DCS Code of Ethics and the Human Resource Policies and Procedures of the Ministry of Health, Environment, Culture and Housing.

AGREED BY:

Post-holder: _____ **Date:** _____

Head of Department: _____ **Date:** _____
Judith Seymour

Chief Officer: _____ **Date:** _____