



**Position Title:** Licensed Mental Health Practitioner  
**Department:** Immaculate Heart of Mary Counseling Center (IHMCC)  
**FLSA Status:** Full Time - Exempt  
**Location:** Lincoln, Nebraska  
**Reports to:** Director of Clinical Services  
**Date Created:** January 2020

*Our mission is to perform the Works of Mercy in response to the call of God. We at Immaculate Heart of Mary Counseling Center, as an affiliate of Catholic Social Services of Southern Nebraska, strive in particular to Counsel the Doubtful. We feel it imperative to develop, protect, and preserve the Catholic culture.*

**Position Summary:** The Licensed Mental Health Practitioner will provide clinical services consistent with the Catholic teachings to the clients of IHMCC. These services include, but are not limited to, professional counseling, clinical assessment/problem identification, treatment planning, and case management of adults, adolescents and children, couples, and families.

**Essential Job Function:**

**Provide evidence based treatment (EBT) in accordance with best practices and within appropriate area of expertise and training. Including, but not limited to, the following functions:**

- Conduct initial client intake assessment
- Diagnose clients' mental and/or emotional disorders
- Develop and implement treatment plans that may include collaboration with other services
- Maintain clinical documentation and record keeping in accordance with professional and ethical standards
- Provide community outreach support
- Maintain good working relationships with support networks, government and community resources
- Participate in staff meetings, trainings, lectures and other agency functions
- Support, promote and adhere to the agency's mission, vision, core values and Code of Ethics
- Maintain confidentiality of client and agency information
- Uphold professional standards in relation to attendance and personal presentation in the workplace
- Represent, communicate, and integrate authentic Catholic teaching in the presentation of CSS' mission

**Preferred Competencies:**

- Communication; written and verbal
- Cooperation
- Teamwork
- Problem Solving
- Ethical
- Organizational Support

- Safety and Security

**Qualifications:**

- MA or MS in psychology, counseling or social work
- Licensed or license-eligible in the state of Nebraska
- Prior experience in related service area preferred
- Ability to understand and convey to others the values and social teachings of the Catholic Church as they relate to the mission and work of Catholic Social Services and psychological issues
- Ability to work effectively within the framework of Catholic teachings
- Valid Nebraska driver's license and proof of insurance required; may travel locally and throughout the Diocese

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand, walk, use hands to handle or feel, reach with hands or arms, climb or balance, talk or hear. The employee must regularly lift and/or move up to 15 pounds.

**Working Environment:**

While performing the duties of this job, the employee is primarily indoors. The noise level in the work environment is usually moderate.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel as classified.

**Our Core Values**

**Dignity • Integrity • Empathy • Trust • Sustainability**

Subject to the Constitution of the United States and all applicable state and federal laws, CSS does not discriminate in its employment practices or in the administration and dissemination of its programs and services