

JOB DESCRIPTION
TITLE: Licensed Social Worker or Counselor
(Community-Based)

Department/Program	Fairfield Community Health Center	Reports to – Title	Director of Operations
Site	Community based	Salary Band	Dependently Licensed: \$22.29-\$26.82 per hour Independently Licensed: \$61,174.73-\$71,675.95
Job Classification (FT, PT, on-call)	FT	Hours Per Week	40
FLSA Status (Exempt, Non-Exempt)	Non-Exempt / Exempt (Dependent on Licensure)	Essential Position	
Eligible for Hybrid (Yes/No)	No	Max Remote Days	

Job Summary

The Licensed Social Worker or Counselor position provides direct behavioral health services to multi-need individuals and families, including biopsychosocial assessments, provisional diagnoses, and therapeutic interventions under supervision. The role is responsible for developing trauma-informed, strength-based treatment plans, maintaining Medicaid-compliant documentation, and collaborating with interdisciplinary teams to ensure continuity of care. The position requires active participation in supervision, ongoing training, and adherence to professional and ethical standards. Candidates must hold an active LSW or LPC license and possess strong communication and organizational skills. Services may be delivered in office, school, community, or telehealth settings, with occasional travel and flexible hours based on client and program needs.

- ESSENTIAL DUTIES AND RESPONSIBILITIES**
- Conduct biopsychosocial assessments and formulate provisional diagnoses under supervision
 - Provide therapeutic and supportive interventions within scope of licensure and supervision
 - Develop and update treatment plans using trauma-informed, strengths-based principles
 - Coordinate with internal teams to ensure continuity of care
 - Maintain timely, accurate, Medicaid-compliant documentation
 - Participate in clinical supervision, case reviews, interdisciplinary meetings, and required training
 - Practice professionally and ethically in accordance with the Code of Ethics
 - Meet productivity and quality expectations
 - Provides services in office, school, community, or telehealth settings; travel may be required based on program assignment.
 - Travel within designated service area
 - Performs other duties as assigned
- The information contained herein is not intended to be an all-inclusive list of the duties and responsibilities of the job. Management may, at its sole discretion, assign or reassign duties and responsibilities to this job at any time*
- MINIMUM QUALIFICATIONS**
- High school degree or GED equivalent is required
 - Bachelor’s degree in Social Work or related field is required
 - Master’s degree in Social Work or Counseling or related field is preferred

- Licensed and active in the state of Ohio as a Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) is required
- Experience with multi-need individuals and families.
- Excellent communication skills, both oral and written is required
- Excellent organizational skills are required
- Trauma-informed engagement skills are required
- Knowledge of community resources and behavioral health systems is preferred
- Ability to bill Medicaid without restrictions is required
- A valid driver's license and the ability to operate a motor vehicle is required
- An appropriate level of auto insurance coverage is required
- Ability to manage deadlines within a fast-paced, high-volume environment is required
- Ability to operate in an Internet-based, automated office environment is required

PHYSICAL REQUIREMENTS

- May require the ability to sit, stand, walk, and drive for extended periods.
- Prolonged periods of sitting at a desk and working on a computer is required
- Must be able to lift up to 15 pounds at times is required

[Organization] provides equal employment opportunities to all employees and applicants for employment, without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, genetic information, or any other characteristic protected by federal, state, or local laws. [Organization] prohibits discrimination and harassment of any type.

APPROVAL REQUIRED BY:	APPROVED BY:	DATES APPROVED:
Human Resources		February 1, 2020
Chief Medical Officer		
Chief Operating Officer		

Print Name _____ Signature _____

Date _____