



The Cambodian Family Community Center

A Multi-Ethnic Human Services Agency Promoting Social Health

1626 East 4th Street, Santa Ana, CA 92701 (714) 571-1966

www.cambodianfamily.org

Founded in 1980, **The Cambodian Family (TCF) Community Center** is a community-based, multi-cultural, non-profit organization, located in Santa Ana, California. Our mission is to provide refugee and immigrant families with the opportunities to develop the knowledge, skills, and desire for creating health and well-being in their lives. We accomplish this by providing programs and services in three main areas: (1) community health and mental health; (2) after-school youth program; and (3) civic engagement, immigration, and advocacy.

Title: Licensed Mental Health Therapist (Bilingual English/Khmer)

Pay Range or Rate: \$104,000 to \$110,000 Per Year

FLSA: Non-Exempt, 40 hours/week

Reports to: Director of Health & Mental Health Programs

Benefits: Excellent benefits package (medical, dental, vision, 403b retirement matching plan, paid time off)

Job Location: In-person in Santa Ana, CA (no remote option)

Summary

TCF is seeking a Licensed Clinical Social Worker (LCSW) or Licensed Marriage & Family Therapist (LMFT) who is bilingual in Khmer (Cambodian) and has experience working in an intensive outpatient program with adults and older adults with mental illness. The successful candidate will provide individual, group and/or family therapy to our Cambodian clients and their families, clinical assessment, field-based and outreach services to clients and their families, supervision, and case management services. In addition, the successful candidate will provide informational, educational and supportive services, and wellness activities to enhance mental health and decrease stigma.

Essential Functions

- Conducts family-centered, strengths-based, culturally responsive individualized intakes/assessments gathering information from clients and their family/caregiver/significant other and involved agencies in the office or in the field as appropriate
- Provides short-term mental health treatment/counseling for depression, anxiety, trauma and/or other related diagnoses to selected clients, including assessment, diagnosis, treatment planning, interventions (individual, group, couples and/or family), collateral contacts, and termination planning
- Completes service and treatment plan, progress note, assessment/evaluation tools, and documents client progress in accordance with established therapeutic goals. Maintains and completes all clinical and administrative record keeping associated with the delivery of services and in accordance to confidentiality standards
- Provides support services to clients and/or their families, including assistance in restoring or maintaining client's functional skills, daily living skills, social skills, and linking up/referral to community resources.
- Educates clients and their caregivers/families regarding mental health issues by delivering informational materials and planning/facilitating educational and supportive groups for clients
- Works with TCF Health Navigators to provide appropriate preventative and coordinated care services to clients and their caregivers as needed
- Develops and maintains professional relationships in the community, including providing mental health education, in order to better serve clients and reduce the stigma associated with mental health issues

- Increases the ability of older adults to live safely in the community by working collaboratively with family, caregivers, physicians, service providers and others involved in the well-being of the clients
- Displays sensitivity to the cultural and linguistic needs of the clients and families served
- Provides outreach, advocacy, crisis intervention, and ongoing advocacy for cases
- Works with TCF Health Navigators to provide case management including, obtaining client information, identifying needs and concerns or presenting symptoms, linking clients and their families to appropriate resources, and making home visits to older adult client homes (if needed)
- Develops and maintains educational and clinic materials and coordinates communications between internal and external service providers, including clients' primary care/insurance providers
- Maintains confidential information by following all HIPAA regulations, policy and procedures, compliance and regulatory directives and by completing required documentation in a timely, professional/accurate manner
- Supervises MSW/MFT staff/interns/volunteers. Attends supervision/team meetings, staff meetings, and other meetings and trainings relevant to strengthening the role with TCF
- Provides services in the community or in the field consistent with program and funding sources and completes billing expectations per TCF requirements
- Meets productivity standards as defined by specific grants and other funding requirements and maintain monthly statistical data of attending group members and individual clients for grant reporting purposes
- Collects and inputs data into corresponding database for TCF and related grants
- Performs other duties assigned by the supervisor and executive director

Minimum Qualifications - Knowledge, Skills and Abilities Required

- Must have a Master's Degree in Social Work, Marriage & Family Therapy, or Psychology.
- Must have a California license to practice as a LCSW or LMFT with a minimum of 2 years post licensure experience
- Must have a minimum two-year experience working with adults and older adults in a mental health setting or in a clinical environment
- **Must be bilingual in English/Khmer (Cambodian)**
- Demonstrated experience in mental health assessments, education, treatment planning, case/care management, and clinical interventions
- Familiar with evidence-based intervention models and community-defined practices
- Excellent written and oral communication skills, as well as strong interpersonal, critical thinking and problem resolution skills
- Ability to travel within the program's service areas and make home visits to client homes
- Proficiency in Microsoft Word, Excel, and PowerPoint
- Be self-motivated, self-directed, quick to learn, flexible, and creative
- Have high comfort level working in a diverse environment, particularly with the immigrant communities
- Ability to effectively represents the agency, our mission, and our programs to the outside world
- Must maintain professional behavior, dress, and appearance at all times
- Drive personal car for work-related purposes (mileage to be reimbursed); maintains driving record and car insurance in accordance with organization's policies and provides related records periodically
- Must be able to work weekends and evenings upon request
- Verification of employment eligibility, driving record, and background check required.

Non-Essential Qualifications - Knowledge, Skills and Abilities

- G Suite (Google Sheets), Canva, and Adobe Suite preferred.

Supervisory Responsibilities: Yes. Supervises MSW/MFT staff/interns/volunteers.

Environmental Conditions (Working Conditions)

- Exposed to typical office environment conditions and noise levels.
- Exposed to mentally demanding situations (including but not limited to: emergency situations, accidents, and stress)

Physical Requirements

- Sits for extended periods of time at a computer station or work desk. Stands and walks throughout the day.
- Uses hands and fingers to operate computers and office equipment for up to 8 hours or more each day.
- Requires clear vision at 20 inches or less with or without corrective lenses and vision sufficient to use equipment.
- Hearing and speech within normal ranges and sufficient for clear communication face to face and on the telephone.
- Lifts up to 50 pounds occasionally.

Mental Requirements

Must be able to handle any/all of the following: constant distractions, interruptions, emergency situations, accidents, and uncontrollable changes in priorities/work schedules. Must be able to process information, think, and analyze situations in short periods of time. Must be able to comprehend and follow instructions, maintain work pace appropriate to given workload, and relate to other people beyond giving and receiving instructions.

Applicants invited for an interview will be required to complete TCF Employment Application which will be sent by e-mail to the applicant and submitted to TCF prior to the interview date.

TO APPLY

Please submit both resume and cover letter stating why you believe you are the best candidate for this position to jobs@cambodianfamily.org