Intake Assessor/CMT
Cleveland, Ohio
Part Time Position
Beech Brook, one of Northeast Ohio’s premier behavioral agencies, is currently hiring an Intake Assessor for the Open Access Clinic at the Weizer building. This person will provide diagnostic assessments and develop treatment plans for children, youth and adolescents through age 17 and/or adults and determine type of service recommended. Services are provided to clients who are struggling with severe emotional and behavioral problems, including but not limited to, post-traumatic stress disorders, attachment disorders, mood disorders, disruptive behavior disorders, acute, unmanageable, psychotic, aggressive or self-harming behavior, and complex trauma.

Location: Cleveland, Ohio

Schedule: Part Time Position- Evening shifts 1:00pm - 8:00pm and a Saturday shift 9:00 am - 2:00pm

Essential Responsibilities (others may be assigned):

- Serves as the initial agency clinical to open access clients
- Responsible to drive and coordinator initial diagnostic assessments, determine services to be provided and develop treatment plans
- Responsible for completing agency and Medicaid require documents
- Follow agency protocols and meet documentation requirements in a clinically sound manner
- Knowledgeable of agency’s preferred methods of treatment which includes Trauma Focused Cognitive Behavioral Therapy, Motivational Interviewing and other models as required
- Demonstrate culture competency
- Communicate effectively verbally and in written format
- Follow safety protocols

Education and Licensure:
- Bachelor’s Degree
- LSW, LPC, LPCC or LISW

Qualifications:
- Experience working with at risk youth and families
- Must be able to pass a typing test
- Must be able to work in a fast paced environment
• Excellent computer skills and above average skill in using computer software applications such as Microsoft Office
• Excellent verbal and written communication skills
• Strong organizational and time management skills
• Ability to work effectively with diverse populations with complex psychiatric needs

Preferred Qualifications:
• Master’s Degree
• One of experience providing diagnostic assessments
• Experience with electronic medical records documentation such as progress notes, treatment plans and other necessary clinical documentation.

Beech Brook is a trauma Informed Care Organization that values employees with appreciation for the impact of trauma and its relevance to the agency's clients and staff.

Beech Brook is an equal opportunity employer.

To apply: www.beechbrook.org under Career’s section, Job Openings OR email your resume to recruitment@beechbrook.org with the title of the job in the subject line.