

**JOB TITLE:** Mental Health Contract Professional (Bilingual – Spanish)

**REPORTS TO:** Clinical Program Director **STATUS:** 1099



## OBJECTIVE

To provide adjunct professional expertise by a licensed mental health professional, to facilitate assigned support group components &/or short-term counseling for individuals/families within the mission and scope of Gilda's Club Kentuckiana.

## Contract Professional Responsibilities

1. The CP shall be a licensed mental health professional at the master's level unless otherwise specified by role and responsibility with the review and approval of the Clinical Director.
2. The CP shall be fluent in Spanish to support our growing clinical support needs with the Hispanic community.
3. While the CP is considered part of the clubhouse team, he/she/they remains an independent contractor. As such he/she/they will provide proof of his/her/their malpractice/liability insurance and current licensure to GCK HR as required by his/her/their role and responsibilities.
4. The CP agrees to promote the mission of GCK and practice within the scope of this mission.
5. The CP agrees to operate in a manner consistent with his/her/their professional ethics and licensure.
6. The CP agrees to review and comply with all CP policies and procedures developed and implemented by GCK.
7. The CP agrees to complete orientation to the clubhouse community and its mission, and complete training specific to his/her/their role and responsibilities.
8. GCK considers the CP a team member. As such the CP is welcome to attend appropriate staff events, by invitation, throughout the year.
9. The CP agrees to a required criminal background check prior to providing services at GCK and agrees that any job-related conviction(s) will immediately nullify this Agreement.
10. The CP agrees to participate in ongoing clinical supervision facilitated by the Clinical Director to ensure the effectiveness of clubhouse programs.
11. The CP agrees to abide by GCK's policy regarding confidentiality of sharing information by and about members and of all clinical matters.
12. The CP agrees to participate in an annual performance review related to his/her/their core responsibilities with the Clinical Director or designee and to provide an annual evaluation of GCK supervisors and programs with which he/she/they is connected.
13. The GCK Clinical Director or designee will observe CP group facilitation once a year.
14. The CP will report hours monthly to the Clinical Director as instructed.
15. As an independent contractor the CP is responsible for all city, state, and federal taxes related to his/her/their contract work with GCK.
16. The CP understands he/she/they is not eligible for participate in GCK's employee benefit plans.
17. The CP will complete required documentation related to professional services in accordance with GCK standards.

18. The CP will maintain his/her/their transportation to and from his/her service venue.
19. The CP may not refer GCK members to his/her/their own practice or place of work nor shall he/she/they refer clients or GCK members into the Support/Networking Group for which he/she/they is responsible at GCK.
20. The CP agrees not to share any proprietary information with sources outside GCK, including but not limited to information related to programming, development, donors, members, marketing, communications and outreach.
21. The CP will indemnify and hold GCK harmless for any claims, matters, liability and actions arising from the CP's engagement for services.

**Commitment:**

Varies according to assignment(s) and contracted hours.

**Time Requirements:**

Varies according to assignment(s) and contracted hours.

**A. Compensation:**

GCK shall pay the CP at a rate of \$100.00 per Support and/or Networking Group that they facilitate and \$50.00 per hour of clinical services for other assigned duties, including for required pre-group meetings. This rate will increase to \$110.00/ \$55.00 respectively, after they have provided services to GCK for 5 years and will increase to \$120.00/\$60.00 respectively, after they have provided services to GCK for 10 years.

**Qualifications:**

The ideal candidate:

1. Is bilingual with fluency in English & Spanish.
2. Is warm and personable, possesses a good sense of humor and enjoys relating to all types of persons.
3. Demonstrates appropriate personal and professional boundaries.
4. Abides by clubhouse policy regarding member confidentiality.
5. Holds a minimum of a Masters degree in a mental health field and is licensed as a mental health professional in the state of Kentucky.
6. Has experience with individuals and families affected by cancer or other life-threatening illness and/or grief and loss preferred.
7. Is skilled in group facilitation with emphasis on peer-centered groups.
8. Completes training specific to mission, program philosophy and core components, and to job-specific responsibilities.