



The Lincoln Center for Family and Youth
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(610) 277-3715 | jobs@TheLincolnCenter.com

JOB DESCRIPTION: ELDER VICTIMS MOBILE COUNSELOR

Title: Elder Victims Mobile Counselor

FLSA: Exempt

Reports To: Director of Mobile Counseling

Organization Summary: The Lincoln Center for Family and Youth (“TLC”) is a regional social impact company serving the Philadelphia area for over 50 years. Founded in 1970 and incorporated in 1983, TLC is one of the region’s largest and longest serving nonprofit organizations providing alternative education, coaching, and counseling services to individuals and families. For more information, please visit <https://TheLincolnCenter.com>

Position Summary: The Elder Victims Mobile Counselor will facilitate individual, couples, family, and group counseling/ therapy services for the Elder Victim Mobile Services (EVMS) program. Clients include any victim of a crime who is age 60 and older living in Montgomery County, Pennsylvania. Counseling services will be conducted in home, community, or office settings, depending on the needs of the client. Counseling will use a trauma-informed lens and utilize multiple modalities such as CBT (Cognitive Behavioral Therapy), CPT (Cognitive Processing Therapy), and other evidenced-based approaches that will effectively address the clinical trauma symptoms resultant from victimization.

Duties & Responsibilities:

- Develop strategies to identify clients who have been victimized and are in need of services
- Attend various community events and develop/ deliver presentations to promote awareness of TLC’s Elder Victims Mobile Counseling services
- Develop a treatment plan consistent with effective strategies to address the current needs and symptoms of clients
- Provide individual, family, and group counseling/ therapy services to clients in the home, community, and/or office settings
- Monitor the progress of each client through by maintaining appropriate case records
- Oversee gathering and reporting of data as required by contracts, grants, or certifying bodies
- Enter all documentation of direct and indirect services into ETO (Efforts to Outcomes) within five business days from the service
- Conduct pre/post assessments and input data into HIPPA compliant survey software
- Advocate for individuals and family members with community and/ or multi-treatment team supports, such as health care professionals, legal personnel,

service agencies, county departments, and others who are in a position of supporting the client(s) receiving services

- Facilitate inter-organizational cooperation with community agencies, schools, county services, healthcare professionals, and community groups
- Attend all required education/ training on topics relevant to victims of crime and trauma-informed interventions to best serve elderly victims
- Attend Foundational Institute training and Pathways training as required by the Pennsylvania Commission on Crime and Delinquency (PCCD)

Skills & Knowledge: Leadership and soft skills:

- Excellent communication and relationship building skills
- Ability to work effectively on a multi-treatment team

Technical skills:

- Proficient in numerous clinical interventions
- Knowledge of and ability to access community resources
- Strong working knowledge of Microsoft products such as Excel and Word

Education and Experience:

- Education: Master's degree required in education, counseling, psychology, social work, or related field
- License: A Licensed Social Worker (LSW), Licensed Clinical Social Worker (LCSW), or Licensed Professional Counselor (LPC) designation is required
- Experience: Experience in a social service agency with working knowledge of case management systems and planning techniques, trauma-informed care for victims of crime, and intake and assessment procedures

Other Duties: Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Work Environment: Home, community, and office settings

Work Hours: This is a full-time, 40 hours per week, position; evening and/or weekend work can be expected as crises arise

Travel: Travel to service sites such as home and community settings throughout Montgomery County. Use of a reliable car is necessary for travel to service sites.

EEO Statement: TLC is committed to a policy of Equal Employment Opportunity and does not discriminate on any legally recognized basis, including, but not limited to, race, age, color, religion, sex, marital status, national origin, citizenship, ancestry, physical or mental disability, veteran status, or any other basis recognized by federal, state or local law.