



## CLINICAL PSYCHOLOGIST AND PSYCHOLOGICAL ASSESSOR

The Blackhawk Family Development Center is a one-of-a-kind, boutique therapeutic family treatment center that adopts a concierge approach to meet our clients' individual needs. The Center is the leading provider of counseling services in the Bay Area. When clients enter our space, they do not feel the stigma of a doctors office, rather, they experience an extension of home. Our approach to therapy is family systems, strength-based, solution-focused, out-of-the-box, committed and creative!

A Clinical Psychologist and Psychological Assessor is creative, dedicated, and passionate about instilling in others the ability to see the strength and resiliency within themselves and others. In addition to providing the highest quality of care to adults, children, couples, and families within the scope and ethical guidelines of his/her license as established by the appropriate Psychology Licensure Board, this team member will customize and facilitate psychological assessments for clients.

### Core Duties:

- Interact with clients to assist them in gaining insight, defining goals, and planning action to achieve effective personal, social, educational, or vocational development and adjustment.
- Identify psychological, emotional, or behavioral issues, using information obtained from interviews, tests, records, or reference materials.
- Provides or receives regular individual supervision to clinical staff members, as needed.
- Consult with or provide consultation to other doctors, therapists, or clinicians regarding client care.
- Evaluate effectiveness of counseling or treatments and the accuracy and completeness of diagnoses, modifying plans or diagnoses as necessary.
- Select, administer, score, and interpret psychological tests to obtain information on individuals' intelligence, achievements, interests or personalities in an accurate and timely manner.
- Refer clients to other specialists, institutions, or support services as necessary.
- Attend school meetings, or other meetings out of the office as deemed necessary for treatment.
- Keep accurate documentation of patient information including intake documents, session notes, progress notes, recommendations, and treatment plans.
- Provide at least 4 hours of pro bono services to clients and/or community each month.
- Provide and participate in team consultation on a weekly basis.
- Perform and conduct psychological and educational assessment and testing including but not limited to:
  - Behavioral assessment
  - Cognitive evaluation
  - Determination of psychological diagnoses and disorder
- Customize testing battery per presenting problem or reported concern.
- Culminate presentation in testing report during feedback session with identified strengths and enforceable or implementable recommendations.

- Consult with and provide support to clients and their families outside of regularly scheduled sessions by use of work email, and phone call or text via work cell phone provided by company.
- Learn, adopt, and apply Blackhawk Family Development Center Philosophy to all forms of treatment.
- Ensure that all necessary documentation (data, HIPAA, consent) has been collected from new clients prior to session start.
- Perform 10-15 minute client introductory phone calls 1-3 days prior to seeing new clients.
- Assist around the office as needed - ex. guinea pig care, picking up after clients, pushing chairs in, etc.
- Opening and closing of office as needed.
- Other duties may also be assigned.

#### Education and Certifications:

- PsyD or PhD in Clinical Psychology required
- Current California state license, or status of psychological assistant.

#### Knowledge, Skills and Abilities:

- Expertise in clinical skills in evaluation, crisis intervention, and case management.
- Proven ability to interact with diverse constituencies.
- Demonstrated strong communication skills (written and verbal).
- Ability to give and receive constructive criticism and learn from peers in continuing education while expanding experience and expertise with various roles and populations.
- Must be computer literate and able to type clinical notes and reports in word processing format.
- Must be well versed and competent around administration of tests or measures. If not, must agree to seek own individual training and education around unfamiliar tests, outside of business hours for own professional growth and development.

#### Physical Requirements:

- Frequently sit and perform desk based computer tasks.
- Occasionally stand/walk, grasp lightly/fine manipulation, use a telephone, and write by hand.
- Rarely kneel/crawl, climb (ladders, scaffolds, or other), twist/bend/stoop/squat, reach/work above shoulders, grasp forcefully; sort/file paperwork or parts, scrub/sweep/mop/chop/mix, operate foot and/or hand controls, lift/carry/push/pull objects that weigh up to 10 pounds.

\*Consistent with its' obligations under the law, the Blackhawk Family Development Center will provide reasonable accommodation to any employee with a disability who requires accommodation to perform the essential functions of his or her job.

#### Working Conditions:

- Job requires availability Tuesday 12:30p-7:30p, Wednesday-Friday 2:30-7:30p and Saturday 9a-2p. Additional 5-10 hours weekly are flexible, and required for testing and assessment.
- Clinician may be required to work from multiple physical locations in the East Bay Area.

#### Work Standards:

- Interpersonal skills:
  - Demonstrates ability to work well with Blackhawk Family Development Center colleagues and clients and with external organizations.
- Promote culture of safety:
  - Demonstrates commitment to personal responsibility and value for safety; communicates safety concerns; uses and promotes safe behaviors.