



Coalition for Family Harmony  
*Building Stronger Families*

## **LGBTQ Program**

### **Marriage and Family Therapist Intern/Trainee**

**Rate: \$17-\$19 DOE**

**Reports to: LGBTQ Program Coordinator/Clinical Supervisor**

**Hours: Part Time; 15 hours per week.**

**Contact: Human Resources, 805-983-6014 or [jobs@thecoalition.org](mailto:jobs@thecoalition.org)**

#### **Job Summary**

As an MFT Intern/Trainee, see clients individually as well as facilitate educational/therapeutic groups. This position includes providing assessment, individual counseling, family counseling, couples counseling and/or group counseling for victims of abuse and non-offending family members or support persons. This includes both short term therapy and crisis counseling as consistent with the organization's philosophy, the client's best interest and the therapist's score of practice.

#### **Job Duties**

- Provides therapy and support services for LGBTQ individuals and families
- Works alongside emergency shelter staff as necessary in providing effective service delivery
- Attends required individual and group supervision with appropriate Clinical Supervisor
- Conducts client intakes and collects required documentation; prepares client assessments, treatment plans, exit interview and other client documentation
- Conducts psychoeducational/support groups for clients
- Maintains weekly therapy records including counselor notes and records of payment; completes weekly and monthly statistical reports; maintains all case files and corresponding client documentation
- Facilitates case management; reports group or individual participation/progress; prepares monthly progress reports on all clients
- Collaborates with outside agencies regarding counseling, victim resources, and other miscellaneous needs in order to offer appropriate referrals to clients
- Attends monthly Domestic Violence Shelter staff meetings
- Advocates for client needs with law enforcement, district attorney's office and other outside agencies as needed

#### **Qualifications**

- Bilingual (English and Spanish) Preferred
- Experience working with LGBTQ population strongly preferred
- Must be participating in an accredited Master's level Counseling program and have MFT Intern status
- Must demonstrate strong crisis management skills
- Must have strong communication skills both written and verbal
- Must exhibit effective training, counseling, and mediation skills
- Must be computer literate and have basic knowledge of office equipment
- Must be able to handle situations requiring tact, poise and professionalism
- Proven ability to tend to details and follow through on tasks
- Must be attentive to details, able to multi-task, and prioritize

1030 North Ventura Road | Oxnard, California, 93030 | P 805.983-6014 | F 805.983-6240

[www.thecoalition.org](http://www.thecoalition.org)



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**MFT Intern Qualifications**

- Must be able to work with and respect people from diverse ethnic, cultural, religious, socioeconomic and sexual preferences and political backgrounds
- Must be able to work independently on job assignments
- Must pass extensive background check
- All employees must undergo 80 hours of Certified Crisis Intervention Training and any other necessary training needed for the position

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Signature

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Date

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Name (Please Print)