

HOUSTON'S FIRST BAPTIST CHURCH

Position Assignment:

Job Title: Clinical Therapist

Department: Legacy 68:5/The Oaks

Hired By: Director of Legacy 68:5

Reports To: The Oaks Director

Campus: Faith Center Spring Branch

Status: Full Time Exempt

Employment Category: III

Summary of Position: The Clinical Therapist provides compassionate, holistic care to kinship, foster, and adoptive families. Through individual, family, and group therapy, this role supports caregivers and children as they navigate complex relational experiences. Working within a multidisciplinary team, the therapist helps create individualized treatment plans that honor each family's story and foster opportunities for deep healing and connection.

Purpose: To sustain and strengthen family relationships by offering trauma-informed, attachment-centered therapeutic support. This role helps families make meaning of overwhelming experiences, disarm fear, enhance felt safety, and move toward healing with dignity and hope.

Duties and Responsibilities:

Clinical Assessment & Treatment

- Engage families with curiosity, respect, and attunement while completing needs assessments and developing individualized therapeutic goals.
- Provide trauma-informed individual, family, and group therapy that supports regulation, connection, and relational repair.
- Monitor progress collaboratively, adjusting treatment plans as families grow and needs evolve.
- Maintain consistent, predictable contact with clients through sessions, email, and phone communication.
- Respond to crises with calm, grounded presence and appropriate clinical action.
- Advocate for clients' needs and participate meaningfully in treatment team meetings and staffings.
- Develop and facilitate therapeutic, educational, and devotional groups that nurture resilience and belonging.

Documentation & Compliance

- Complete all documentation with accuracy, clarity, and timeliness, honoring the integrity of each family's story.
- Maintain client files and database records in alignment with licensing standards and organizational expectations.
- Uphold all policies, procedures, and state/federal requirements related to clinical practice, safety, and confidentiality.
- Report suspected abuse or neglect in accordance with legal and ethical guidelines.

Collaboration & Organizational Support

- Contribute to a culture of trust, humility, and shared purpose within the multidisciplinary team.
- Attend and facilitate meetings, trainings, and workshops that strengthen the organization's mission and clinical excellence.
- Support special events, community activities, and organizational initiatives as needed.
- Assist with general office tasks and special assignments with flexibility and a team-oriented mindset.

- Work nights, weekends, and on-call shifts as needed to meet the needs of families and the Center.

This job description is not all-inclusive and can be modified verbally and in writing by the position supervisor.

Skills Requirements: Select all that apply

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Language skills | <input checked="" type="checkbox"/> Math skills | <input checked="" type="checkbox"/> Reasoning ability |
| Computer skills: | <input checked="" type="checkbox"/> Windows | <input checked="" type="checkbox"/> Mac |
| | <input checked="" type="checkbox"/> MS Office | <input checked="" type="checkbox"/> MS Outlook |
| <input checked="" type="checkbox"/> Administration | <input checked="" type="checkbox"/> Service to others | <input type="checkbox"/> Teacher/Leader |
| <input checked="" type="checkbox"/> Good Communication skills | <input type="checkbox"/> Team builder | <input checked="" type="checkbox"/> Self-disciplined |
| <input checked="" type="checkbox"/> Servant leader | <input checked="" type="checkbox"/> Decision maker | <input checked="" type="checkbox"/> Strong work ethic |
| <input checked="" type="checkbox"/> Empathy for ministry partners | <input checked="" type="checkbox"/> Attention to detail | |

Education and/or Experience: Select all that apply

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> College graduate preferred | <input checked="" type="checkbox"/> Administrative Experience | <input type="checkbox"/> Personnel Management |
| <input type="checkbox"/> Church Staff experience preferred | <input checked="" type="checkbox"/> Other: Master’s degree in Social Work, Counseling, Psychology, or related field. Active licensure (LCSW, LMFT, LPC) or working toward full licensure under the appropriate Texas board. | |

Organizational Relationships: Reports to The Oaks Director

Working Conditions: Select all that apply

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| <input checked="" type="checkbox"/> 40 hour work week | <input checked="" type="checkbox"/> Additional hours as needed | <input checked="" type="checkbox"/> Occasional off campus activities |
| <input checked="" type="checkbox"/> Continuing Education | <input checked="" type="checkbox"/> Specialized training | <input checked="" type="checkbox"/> Occasional travel |

Prepared By: Toni Steere

Title: Director of Legacy 68:5

Date Prepared or Revised: March 31, 2026

Signature of preparer: _____

I have read and received a copy of my job description. I understand this document overrides anything I have understood in the past. I further understand that I am expected to work according to this job description. If I have questions concerning the work and what is expected of me, I will speak to my direct supervisor.

Employee Signature

Date

Print Name