



## Counseling Director

**The Counseling Director is hired by the Executive Director and will report to the Deputy Director of My Sister's House and assist in the following responsibilities:**

- Develop counseling program for My Sister's House.
- Provide individual and group counseling for adults and children.
- Conduct intake and assess client's needs.
- Maintain accurate and up to date client records.
- Connect clients with appropriate social, legal, and health resources.
- Supervise children's play therapy during My Sister's House Women to Work Program.
- Provide support and supervision for counseling intern and volunteers.
- Provide data for monthly program reports.
- Participate and represent My Sister's House at various community and collaborative meetings, including conducting community outreach presentations.
- Other duties as assigned.

### **Qualifications:**

- MFT or LCSW or PsyD or PhD.
- Demonstrated counseling experience.
- Able to work with diverse populations, including Asian and Pacific Islander ethnic groups, youth, immigrants, refugees, lesbians, transgender, physically and mentally challenged, a wide age range from infants to elderly.
- Experience working with domestic violence victims.
- Strong communication skills including writing and public speaking abilities required. Conflict resolution skills are highly desirable. Bilingual skills helpful. (Chinese, Hmong, or other Asian Pacific Islander language ideal.)
- Ability to manage multiple tasks and projects simultaneously and efficiently with minimal supervision.
- Valid driver's license and ability to use personal vehicle for work; proof of car insurance.
- Ability to work as part of a team.

**Position:** 40 hours / week / Full-Time – some weekends and evenings  
**Starting Salary:** \$65,000 - \$75,000  
**Deadline to apply:** Open until filled.  
**To Apply:** Mail resume and cover letter to:  
My Sister's House  
Attn: Executive Director  
3053 Freeport Blvd #120, Sacramento, CA 95818