



THE DISTRICT

COMPREHENSIVE CARE CENTER

Licensed Professional Counselor – Part-Time Scope of Work / Specifications

Scope of Work

The district is seeking a part-time **Licensed Professional Counselor (LPC)**, an **independent contractor, to become part of the Comprehensive Care Center Team.**

Services will include but are not limited to:

- Work less than forty (40) hours per week. The user department will negotiate days and times before a PO is provided to the vendor.
- Provide counseling for students and families with a range of behavioral, emotional, and mental problems and disorders.
- Conduct a comprehensive assessment of the client and family, following the LPC and ethical standards and applying assessment tools.
- Initiate a written client treatment plan with goals, interventions, and ongoing progress monitoring.
- Collaborate with the district's Comprehensive Care Center (CCC) clinic coordinator, Texas Tech psychiatrist on-site at the CCC, and district counseling staff.
- Consult with and seek guidance from the on-site psychiatrist as needed. The on-site psychiatrist will periodically review the progress notes of the LPC.

Required Qualifications

- Master's Degree in Counseling
- Completion of degree and all post-degree clinical experience for licensure
- Current licensure with the Texas State Board of Examiners of Professional Counselors

Experience

- Minimum of two years preferred experience practicing as an LPC.

Knowledge and Skills

- Ongoing understanding of the unique needs/dynamics of the school-aged population
- Possess excellent writing skills
- Experience working in a collaborative team while working with children and families in a school setting
- Possess excellent verbal communications skills