



# Luzerne Intermediate Unit

368 Tioga Avenue  
Kingston, PA 18704-5117

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Executive Director

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<http://www.liu18.org>

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Assistant to the Executive  
Director for District Services

**Nicholas Audi**  
Human Resources and Policy

**Joseph DeLuca**  
Administrative Services

**Ronald Musto**  
Personalized Academy of  
Learning

**Jennifer Runquist**  
Behavioral Health

Date of Notice: January 9<sup>th</sup>, 2025

Job Title: Outpatient Mental Health Professional

Location: Rock Street Outpatient Clinic, Hughestown

Reports To: Supervisor of Outpatient Services

Terms of Employment: Part-time

Qualifications: Master's Degree; License LPC/ LSW preferred; clinical practicum/ internship required

Application Process: See "Request for Position" below

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Please submit cover letter, resume and application ([www.liu18.org](http://www.liu18.org)), and three letters of reference to:

Angela Federici-Manumpahi, HR Manager  
Luzerne Intermediate Unit #18  
368 Tioga Avenue  
Kingston, Pa. 18704

## **LIU #18 POSITION DESCRIPTION**

TITLE:	Part-Time/ Outpatient Mental Health Professional
QUALIFICATIONS:	Master's Level Degree in a recognized Mental Health Clinical discipline or successful completion of a Clinical Graduate Degree Program in Clinical Psychology or Social Work. Requires a flexible daily schedule to meet the needs of students and families. Must be a licensed social worker, licensed professional counselor, and/or master's level professional with a clinical practicum.
REPORTS TO:	Outpatient Clinical Supervisor
LOCATION:	Rock Street Outpatient Clinic, Hughestown
JOB GOAL:	To provide direct individual and family therapy sessions to clients/families. Utilize Solution-Focused Interventions with an emphasis on the development and implementation of intense treatment services that address clients identified needs, strengths, and support systems.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Direct Service  
Provide direct clinical services to clients and their families. This includes individual and family counseling. Utilize school and community resources related to a client's mental health needs to achieve maximum benefit from his/her Outpatient Services. Prepare up-to-date and accurate documentation in accordance with Outpatient Regulations.
2. Evaluation and Assessment  
Provide assessments and intake information to determine the need and level of services. Conduct any other necessary assessments to enhance the mental health goals of clients. Prepare social and/or developmental histories for identified clients. Develop comprehensive treatment plans and interventions to improve client's level of functioning.
3. Clinical Support and Case Management  
Promote client advocacy and care coordination through coordination of care meetings, consultation with agencies and school districts, and connecting clients and families to community resources. Address issues concerning a client's mental/ emotional health, family dynamics, medical concerns, and presenting problems.
4. Transition/ Discharge Services  
Facilitate the transition/ discharge process between mental health programs and link clients to outside referral sources. Collaborate with other service providers, educators, or health care professionals concerning the mental health progress of each client to ensure coordination of care.