



Job Title: Licensed Therapist

Location: Eugene/Albany/Salem/Springfield/TeleHealth

Job Type: Part-Time/Full-time

Reports To: Clinical Director

Job Summary:

The Licensed Therapist diagnoses and treats mental and emotional disorders, including cognitive, affective, or behavioral issues, within the context of individual health or marriage and family systems. The therapist will apply psychotherapeutic and family systems techniques to deliver services to individuals, couples, and families in an outpatient setting to address diagnosed mental health concerns.

Key Responsibilities:

- Provide clinical counseling services to Northlight Counseling clients as scheduled and in accordance with company policies.
- Maintain regular and reliable attendance, ensuring timely arrival for all scheduled appointments.
- Hold an active and valid license and adhere to all relevant laws, regulations, and ethical standards for services provided at Northlight Counseling.
- Respond promptly to client requests for services or calls within 24 hours, whether made in person, by phone, voicemail, or through the Northlight Counseling website, and schedule follow-up appointments as needed.
- Collaborate with a client's treatment team, including primary care providers, psychiatrists, schools, and other relevant professionals, to coordinate care and ensure effective treatment.
- Complete accurate and timely documentation for each patient, including intake notes, progress notes, treatment plans, termination notes, contract notes, and any other necessary records required by Northlight Counseling or third-party entities in relation to client care.
- Maintain up-to-date client files and ensure all records are completed in accordance with company policies and timelines.
- Attend mandatory staff meetings and training sessions as directed by Northlight Counseling.
- Panel with major health insurance providers (such as PacificSource, Moda, Regence BCBS, Kaiser Permanente, Aetna, Providence, United, Cigna, Medicare, and Oregon Medicaid) as required. Paneling may take up to 3 months, after which new therapists will begin receiving new clients.

- Deliver counseling services in a professional, respectful manner to foster a positive reputation for Northlight Counseling.
- Work collaboratively with coworkers and contribute to a supportive work environment.
 - This is not an all-inclusive list of this job's responsibilities. The incumbent may be required to perform other related duties and participate in special projects as assigned.

Qualifications:

- **Education:** Master's degree in Counseling, Marriage and Family Therapy, Social Work or a related field (required).
- **Experience:**
 - Experience in providing individual, child, family, or couples therapy (case management experience is not required).
- **Licensure/Certification:** Active, unrestricted licensure in Oregon (LPC, LMFT, or LCSW).
- **Skills:**
 - Excellent written and oral communication skills.
 - Ability to effectively work with standard office programs, including Google Workspace.
 - Experience working with an EHR.
 - Willingness to learn new skills and take on new responsibilities.
 - Ability to work well in a team setting, as well as independently; be flexible, and adapt well to different dynamics in a fast-paced work environment.

Working Conditions:

- This is a full-time position. Monday through Friday, work hours are negotiable within reason.
- May travel to different locations minimally (Locations: Eugene, Springfield, Albany, Salem)