



## Job Posting

Job Title: Crisis Worker/ Internship Supervisor  
Job Status: Permanent, Part-time, Non-exempt, Hourly

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### **STATEMENT OF THE JOB**

Provides crisis intervention services to anyone making contact with our crisis services program. Also, provides supervision to crisis program internships.

### **ESSENTIAL FUNCTIONS:**

- Provides direct services to all service elements of the Crisis Services Program.
- Provides support and consultation to shift team partners.
- Provides and supports triage and routing functions on shift per the team's goals.
- Provides complete, accurate documentation of client contacts.
- Ensure that client rights and confidentiality are maintained.
- Collaborates with other program staff to assure client access to emergency assistance.
- Performs other duties and responsibilities as assigned by contact center management.
- Follow-up with imminent risk clients.
- Conduct accurate assessments of suicide and other emergencies.
- Stay current with all ongoing training requirements.
- Supports operation during times of disaster as defined by agency policy.
- Assists with community outreach and agency fundraising activities.
- Supervises Crisis work and any other Gryphon Place Internships
- Collaborates with University and Colleges for internship referrals

### **QUALIFICATIONS AND EXPERIENCE:**

Master's degree in Social Work or related field. Successful completion of Basic Crisis Intervention training and Crisis Management training is required. Experience as a trainer of Basic Crisis Intervention is preferred. Training will be provided by Gryphon Place if not already completed.

### **KNOWLEDGE/SKILLS/ABILITIES:**

- Demonstrated crisis intervention skills.
- Versed in substance abuse issues and mental health issues.
- Clear and effective communication and accurate assessment of inquirer's needs.
- Ability to function as a team member in an experiential learning setting.
- Ability to effectively problem solve and resolve conflict.
- Excellent computer skills.
- Ability to work independently with minimal supervision.
- Knowledgeable of program procedures and contact centers informational system.
- Is able to work flexible hours, including evenings, weekends and holidays.

**SCHEDULE:**

Approximately 10 hours/week

**RATE OF PAY:**

\$15.00/hour

Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, color, familial status, gender, gender identification, marital status, national origin, non-job related disability, race, religion, sexual orientation, veterans' status.

**Submit cover letter and resume by Friday, August 19<sup>th</sup>, 2016 at 4pm**

Mail:

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