



Full-Time Oncology Support and Family Counselor

Department: Programs; Support Groups and Counseling, Child and Family
Supervised by: Support and Family Programs Manager
Status: Full-time, salaried, exempt

Summary Job Description:

The Oncology Support and Family Counselor provides direct psychosocial support to individuals and families living with cancer. The Oncology Support Counselor is responsible for facilitating support groups, providing individual consultation and counseling, and leading workshops and classes for individuals, families and children diagnosed with cancer and caregivers at Wellness House and off-site locations. With the Program Manager, this role is responsible for planning and coordinating assigned Child and Family programs for people affected by cancer and maintaining productive professional relationships with hospital, medical and community partners.

RESPONSIBILITIES:

Direct Work with Participants (Approximately 80% of the time)

- Serve as group facilitator for support, networking, and bereavement groups for children, teens and adults affected by a cancer diagnosis at Wellness House. This includes planning and preparation for groups as well as appropriate follow up with participants. The individual in this role provides services in both Support Groups and Counseling, and Child and Family areas of programming.
- Plan and deliver psycho-educational workshops and classes for participants relevant to area of expertise and based on participant needs at Wellness House and off-site locations.
- Conduct individual and family participant consults, as part of the initial service engagement process and/or to provide support for cancer-related transitions.
- Develop group curricula as needed for facilitation of support groups for children and teens.
- Facilitate support and/or networking groups for adults as needed and assigned.
- Provide short-term individual counseling to children, adults and families as needed.
- Identify outside referral sources when needed and make appropriate referrals.
- Record all direct service efforts into database management system in a timely manner.

Program Support and Outreach (10%)

- With Program Manager, identify strategic community partners and cultivate productive and collaborative relationships. Participate in activities that will result in greater awareness of Wellness House and its programs.
- Communicate insights gained from the healthcare community to program development process at Wellness House. Identify opportunities for new and innovative programming.
- Participate in other reporting or program activities, as directed.

Other (10%)

- Protect organization's value by keeping information confidential

- Update job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations
- Perform general tasks and other duties as assigned

QUALIFICATIONS:

- Education: Master's degree or higher in psychology, social work, or related field; must be licensed or soon to be.
- Job Experience: Two years professional experience in community health-related work, including direct service work with children and families.
- Special Knowledge & Skills: Bilingual (Spanish speaking) candidates preferred. Experience facilitating support groups required; knowledge and aptitude working with Microsoft Office.
- Demonstrated Competencies: Solid organization and planning skills; ability to communicate effectively both verbally and written; ability to collaborate with peers and provide constructive feedback to others; results orientation; ability to handle multiple priorities; innovative thinker; initiative; highly ethical; ability to work within a team and motivate others; commitment to the mission of Wellness House.

Send cover letter and resume to hr@wellnesshouse.org

Wellness House is an EOE.