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Contractual Bilingual Oncology Support Counselor

Department: Programs

Supervised by: Support and Family Programs Manager

Status: Contractual, Approximately 5-15 hours/month

Summary of Position:

The Contractual Bilingual Oncology Support Counselor provides direct psychosocial support to individuals living with cancer. The individual in this role is responsible for facilitating Spanish-speaking support groups and counseling for individuals diagnosed with cancer and caregivers at Wellness House and at Wellness House partner locations. This includes planning and preparation for groups as well as appropriate follow-up with participants (connection to additional resources, if necessary). This person will also serve as a backup facilitator for other Spanish-speaking groups/programs.

The Contractual Bilingual Oncology Support Counselor is responsible for maintaining productive professional relationships with hospital, medical, and community partners. The individual in this role provides feedback to Wellness House staff regarding program utilization and evaluation. The individual in this role also attends periodic meetings at Wellness House as agreed upon by this individual and her/his supervisor.

We are flexible on work hours for this position. It is assumed that the Contractual Oncology Support Counselor will facilitate previously agreed upon group(s) as well as additional groups at our main location in Hinsdale or partnership locations as needed and when this individual is available.

Responsibilities:

- Facilitate groups (as designated) for Spanish-speaking adults diagnosed with cancer and/or family members at Wellness House, partner locations, and online.
- Provide individual consultation and short-term counseling with Spanish-speaking participants as needed and as per agreed upon schedule.
- Fill in as a group substitute at Wellness House in Hinsdale or other partnership locations as needed by Wellness House and as available.
- Collect intake paperwork for first-time participants, record attendance for support groups, submit all paperwork to staff at Wellness House in a timely manner.
- Provide appropriate communication to professionals at partner locations to maintain collaborative relationships.
- Participate in planning meetings with Wellness House staff and professionals at partner locations as requested.

- Provide feedback to Wellness House staff regarding group process and partner collaboration on a regular basis.

Mandatory Job Qualifications:

Education: Master's degree or higher in psychology, social work, counseling, or related field; must have clinical license.

Job experience: Minimum of two years professional experience in support group facilitation; community health-related work preferred.

Other skills: Bilingual (English/Spanish) skills required; must be fluent conversationally and in writing in both English and Spanish. Bicultural candidates preferred.

Wellness House is an EOE.

Wellness House requires all staff to be vaccinated against COVID-19, subject to limited exceptions.