

Licensed Professional Counselor



Who we are: Located at the Hope Center in Plano, TX, Hope for the Heart is a worldwide biblical caregiving, coaching, and counseling ministry providing biblical hope and practical help for life's challenges. We're passionate about helping people apply God's Word to life. We pray that God will use our biblical resources to help people in need overcome challenges, grow personally, and become people helpers.

Department: HopeWorks Counseling

Type of position: Full-time, Non-Exempt

General Description: The HFTH Licensed Professional Counselor will provide counseling service in this field of experience, as part of the HopeWorks Counseling Team. An integral part of this service includes utilizing HFTH resources.

Key Responsibilities:

- Provides effective, therapeutic service to individuals, couples, families and groups
- Works within the framework of their license and education
- Responds professionally and courteously to clients, walk-ins, team members and staff
- Will help develop 'best practices' for serving clients more efficiently and effectively
- Continues building skills, gaining education, and expanding Biblical knowledge and expertise in fields of practice and work with clients

Administrative Responsibilities:

- Keep files and case notes current and up to date
- Scheduling of appointments as needed
- Responds in a timely manner to counseling related phone calls and emails
- Submit required monthly reports
- Provide professional work ethics while following office policies

Qualifications:

- Master's degree in counseling or related field and licensed in the state of Texas
- Ability to respond to common inquiries or complaints from clients in a professional/appropriate manner
- Ability to effectively present information in one-on-one and small group situations
- Ability to read, interpret and responsibly adhere to documents such as PnP manuals, safety rules, HIPAA
- Ability to maintain professional and positive communications in stressful situations when encountering calls or face to face interactions from angry, suicidal, or out of control individuals
- Professional confidential discretion

To Apply: Email your cover letter and resume to jobs@hopefortheheart.org. No calls, please.

For an overview of our ministry and to view more career opportunities, visit our website at

www.HopeForTheHeart.org