

**Coalition for Hispanic Family Services**  
***Beacon Center for Arts and Leadership***  
**Job Description**

**Position Title:** Creative Art Therapy Supervisor

**Program:** Community-Based Programs

**Reports to:** Creative Art Therapy Director

**Date Available:** Immediately

**Deadline to apply:** ASAP

**To apply:** Submit a resume and cover letter with qualifications to Ariel Argueso, Creative Art Therapy Director, at [aargueso@hispanicfamilyseVICESny.org](mailto:aargueso@hispanicfamilyseVICESny.org).

**AGENCY SUMMARY**

The Coalition for Hispanic Family Services is a non-profit community-based organization serving children and families of North Brooklyn and Queens. Services include foster care, adoption, youth development, family support, mental health, internships, community building and after school education.

**PROGRAM SUMMARY**

The Coalition's Community-Based Programs include Beacon Center for Arts & Leadership at IS 291, Hope Gardens Community Center, and Cooper Park Community Center, all based in Brooklyn. The Community Centers aim to serve and support all youth and families within our community and beyond, offering youth, teen, and adult programming year-round. The Community Centers empower participants to take part in programs and events that enhance their well-being, appeal to their interests, expand their creativity, and highlight strengths and potential. Through a family and community-oriented lens and model, the Community Center Programs strive to recognize and address needs, create a safe space for participants, and develop individuals to be leaders in their own community.

**POSITION SUMMARY**

*22-35 Hours/Week. Benefits eligible.*

The Art Therapy Supervisor will incorporate the arts and the therapeutic components of art therapy by providing case management services, assessment, referrals, crisis counseling, individual and family therapy, and support groups to any child or parent associated with the community-based programs. The Art Therapy Supervisor will evaluate potential candidates for these services by becoming aware of at-risk situations, problems or behaviors identified by staff, when conducting observations, and through psychosocial intake. S/he is responsible for collaborating with program staff to provide a reflective/therapeutic component for all community center initiatives and participate fully in all projects and activities. The Art Therapy Supervisor will oversee interns and caseloads across the sites and maintain their own caseload as necessary.

**ROLE AND RESPONSIBILITIES**

- Identify candidates in need of case management services and communicate those needs to the Art Therapy Director.
- Update Art Therapy Director regarding all interns and cases on a weekly basis during supervision.
- Prepare notes, concerns, issues, and cases for supervision with Art Therapy Director.
- Design and implement child and parent support groups.
- Provide crisis counseling off and on-site.
- Establish systems of communication with program staff to identify and determine at-risk situations or behaviors.

- Meet weekly with management staff to discuss site-wide and individual behavioral concerns and impact.
- Attain additional training through professional development workshops.
- Develop staff workshops and trainings to enrich behavior management tools of staff.
- Create and help develop administrative frameworks that address clinical components.
- Design and implement behavior management plans and train families and staff to implement these plans.
- Assist in facilitating bi-annual crisis protocol training for staff across sites.
- Supervise art therapy interns and maintain relationship with partnering graduate schools.
- Meet with interns for supervision on a weekly basis.
- Supervise volunteers and post-graduate limited-permit holders.
- Maintain a caseload of individuals and groups.
- Perform psychosocial intake interviews with families and youth.
- Maintain on-going contact with all services available at the Coalition for Hispanic Family Services and the other community resources to provide appropriate referrals to families.
- Maintain positive rapport with community-center programs, participants, community, partnerships, interns, and supervisor.
- Provide therapeutic/self-reflective components for arts-based projects and events.
- Keep accurate and updated documentation of all services provided.
- Possess an ability and willingness to work in different capacities and travel to different sites.
- Complete any tasks deemed necessary by the Creative Art Therapy Director.

#### **QUALIFICATIONS**

Master's Degree in Creative Art Therapy; NYS License in Creative Art Therapy (LCAT) & Board Certification (ATR-BC) preferred. Candidates must have a minimum of two years' experience working with youth and an ability to obtain all required clearances and background checks. Must be able to participate in required trainings and mandated professional development workshops. Demonstrated knowledge of crisis management, therapeutic interventions, and trauma-informed practices required.

#### **SALARY**

*Dependent on credentials & experience.*