



Job Description

Position Title: Community Based Care Family Bereavement Fellow	Employee Name:
Reports To: Assistant Director of Clinical Training	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> NON-EXEMPT
Department: Programs	Date Prepared: 4/8/2025

POSITION SUMMARY:

Family Bereavement Fellows are early career professionals who work closely with the Program Team to provide the highest standard of direct service to grieving children and families. This person primarily works in the community and participates in developing the clinical culture, leads the therapeutic group process, conducts psychosocial assessments, provides individual and family therapy, aids in interns' professional development, and conducts community outreach and education opportunities. The Family Bereavement Fellowship is a two-year intensive training program (August 2025 – August 2027) designed to develop skills and competencies in the specialization of childhood bereavement and support recently graduated individuals in obtaining requirements for clinical licensure. A valued team member, the Community Based Care Family Bereavement Fellow works both onsite and in the community, contributing to ongoing program improvement and the organization's commitment to Justice, Equity, Diversity, and Inclusion.

EDUCATION OR FORMAL TRAINING:

- Family Bereavement Fellows must have a minimum of a master's degree in social work, psychology, therapy, counseling, or a related field
- Actively seeking licensure in Colorado as an LPC, LCSW, or Licensed Psychologist
 - Applicants intending to obtain licensure outside of Colorado are responsible for tracking and meeting the requirements of their preferred jurisdiction

REQUIRED EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES SOUGHT:

- Supervised training experience in grief counseling and/or child and adolescent therapy
- Experience conducting therapeutic assessments and providing support services for children, adolescents, and adult caregivers
- Effective communication and public speaking skills
- Experience with grief, loss, and trauma related to serving bereaved children and families
- Familiarity with diverse populations and local community resources
- Administrative experience using an electronic care record for organization, scheduling, and clinical documentation
- Bilingual (Spanish-speaking) candidates are encouraged to apply
- Passion and excitement for working with school systems



ESSENTIAL DUTIES/RESPONSIBILITIES:

CLINICAL

- Meet regularly for clinical and organizational supervision with a licensed team member
- Facilitate grief groups as assigned with a primary concentration in school-based groups
- Conduct individual and family grief counseling sessions as assigned
- Ensure quality and effectiveness of groups by adhering to the established curricula
- Administer standardized therapeutic assessments with individuals aged 3 and up
- Provide recommendations for clinically appropriate therapeutic services
- Assist with providing community-based referrals
- Maintain clinically accurate and timely documentation in electronic care record
- Develop and present one formal case presentation per year
- Complete a rotation in one of the following areas of specialization:
 - Administration
 - Community Outreach
 - Project Management
 - Volunteer Coordination
 - Early Childhood
 - Evaluation and Research
- Collaborate with the clinical team and across organizational departments
- Support intern and volunteer orientations
- Participate in additional program events and client activities
- Maintain registration with the Colorado Department of Regulatory Agencies
- Seek consultation and provide clinical support for crisis assessment and intervention
- Support and direct Companion Volunteers who assist in group programming

RESEARCH AND EVALUATION

- Evaluate program effectiveness through observation, experience and gathering feedback
- Participate in data collection as part of the organization's standard procedures and in line with the current Randomized Control Trial examining program effectiveness

COMMUNITY

- Respond to inquiries from the community about grief support services
- Assist with public education by conducting trainings and workshops for community partner organizations with an emphasis on presentations for students and school personnel
- Seek out and participate in outreach efforts to recruit families by attending community events

OTHER DUTIES AND RESPONSIBILITIES

- Promote the values of JH/JAG throughout the organization and external relationships
- Attend team and organizational meetings, activities, and events as required
- Collaborate with JH/JAG staff and perform job duties to advance the organization's mission and vision
- Demonstrate ability to work independently and within a team, seeking guidance as appropriate
- Comply with all organizational policies and procedures



- Commitment to JH/JAG mission

OUR COMMITMENT TO TRAINEES

- Manageable caseload with significant consultation and collaboration
- Weekly clinical supervision in compliance with Colorado DORA standards for licensure
- Experience consistent with Colorado clinical licensing requirements
- Experience working with most/all age groups
- Experience with families from a wide range of backgrounds and cultures
- Experience conducting comprehensive psychosocial assessments
- Experience doing individual/family counseling
- Opportunity to support in-house and community-based services
- Opportunity to contribute to building a grief-aware society
- Attend/provide in-house trainings on grief and other mental health-related topics
- Ability to define special projects for program development, evaluation, and improvement
- Commitment to self-care and work-life integration for all staff and trainees
- Compensation ranges from \$50,490 - \$63,855
- Reimbursement for travel mileage related to job responsibilities
- Health, dental, vision, and disability benefits
- Sick, Personal, and Professional Development Leave
- Schedules
 - June thru August: Four, ten-hour days, Monday-Thursday
 - September thru May: Five, eight-hour days, Monday-Friday
- Paid lunch hour
- Participation in occasional Saturday or Sunday special events
- Successful Fellows can apply to become a Comprehensive Grief Care® Pathfinders Provider

SUPERVISORY DUTIES:

None.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit, stand, and walk as well as bend, squat, and climb stairs. The employee must occasionally lift and/or move up to 25 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Normal office conditions. The noise level in the work environment is usually quiet.

This position requires transportation to and from community sites.



NOTE: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job. We are an organization where everyone pitches in to get done what needs to be done.