Job Title: Staff Music Therapist

Job Purpose Summary:

To provide exceptional music therapy services to groups and individuals.
To engage in leadership and growth opportunities within the organization.

Roman Music Therapy Services Common Purpose:

We create connections and build community through experiences of shared joy for people of all ages and abilities.

Essential Responsibilities:

- Plan, organize and lead goal-driven music therapy sessions and universal music therapy events for groups and individuals with diverse skills, abilities, and needs in a variety of locations and settings, including virtual music therapy sessions.
- Document all music therapy sessions within the required time period including logs, reports, assessment and treatment plans and client communications in format provided by RMTS in BestNotes CRM
- Assess new clients and groups to develop treatment plan, within 3 sessions, using the assessment format provided by RMTS in BestNotes CRM
- Communicate client progress through periodic written reports as required by contracting agency, i.e. Quarterly Reports, Annual Reviews, etc.
- Enter all billable hours at the end of each day
- Collaborate with other members of treatment teams, including family members and staff when applicable
- Communicate with Lead Music Therapists and/or Clinical Director on a regular and on-going basis regarding client progress, issues, and questions
- Participate in monthly individual supervision
- Participate in biweekly peer supervision calls with team members
- Provide feedback on all RMTS forms and documentation to keep the forms up-to-date with current client needs
- Direct requests for information regarding music therapy and music therapy services with the contact information for RMTS using available printed and website materials
- Demonstrate a professional attitude to all clients, prospects, and other professionals at all times
- Demonstrate timeliness in service delivery including arriving on time and providing services for the contracted duration
- Participate in professional conferences, including, but not limited to, music therapy conferences
- Represent RMTS by supporting at least (2) two community events and (2) tabling events a year
- Engage in additional leadership opportunities including, but not limited to, program and documentation development and improvement, and presentations, both internal and external

Required Education:

Music Therapy degree or equivalency training, including 1040 hours of clinical training and Board Certification as a Music Therapist (MT-BC.) Demonstrate proficiency of clinical musicianship on piano, guitar and voice and rhythmic improvisation.

Other Requirements:

Must maintain MT-BC Credential through continuing education requirements
Must have reliable transportation, valid license and proof of insurance.
Must be willing to travel to various sites throughout Eastern Massachusetts.
Must own or have access to a computer/laptop.

Hours, Pay Range and Benefits:

Full Time, Exempt, Employees will work up to 40 hours a week. Pay will vary based on education and experience. Full Time, Exempt, Employees are Benefits Eligible including Medical Benefits, Short Term Disability, Long Term Disability, and Life Insurance.

Job Setting:

On-site at Roman Music Therapy Services in Wakefield, MA and off site visits in the surrounding Greater Boston, Metro West , South Shore and North Shore areas through contracts with schools, community programs, agencies, and individual families.

Position Reports to:

Clinical Director, Roman Music Therapy Services