Job Posting

**TITLE**
12110 Substance Abuse Counselor

**CATEGORIES**
Provisional

**CLASSIFICATION**
Chemical Abuse Specialist II

**CLOSING DATE**
Until Filled

**PERSONNEL CODE**
12110

**PROGRAM**
Outpatient Services

**SUMMARY**
The Chemical Abuse Specialist II (CASII) is responsible for providing professional clinical services to diverse populations served in Outpatient Services. S/he provides culturally competent supportive counseling and case management services specializing in AODA issues. The CASII works closely with a multidisciplinary team to plan, coordinate, and deliver culturally competent, recovery oriented and trauma informed services. The CASII position is a provisional position working approximately 10 hours a week. Primary duties include providing and coordinating direct clinical services, case management, referring, assessments, monitoring progress, follow-up, documentation and correspondence. The CASII works under the direct supervision of the assigned Clinical Team Leader with overall supervision from the Clinical Team Manager.

**QUALIFICATIONS**

**ESSENTIAL**
- Must hold a Clinical Substance Abuse Certification (CSAC)
- Must have at least 3 years experience working in the AODA field.
- Ability to work collaboratively on teams with prescribers, nurses and crisis service providers.
- Demonstrated ability to provide clinical services to individuals, groups, and/or families.
- Ability to work in collaborative relationships with a variety of disciplines and philosophies.
- Demonstrated ability to work collaboratively with medical professionals and community-based service providers.
- Demonstrated ability to provide culturally competent, recovery oriented and trauma informed services to diverse populations.
- Demonstrated commitment to community-based services for persons with multiple needs and inadequate resources.
- Demonstrated commitment to consumer empowerment and to improving the meaningful involvement and participation of consumers throughout the agency’s services.
- Strong organizational skills.
- Excellent verbal and written communication skills.
- Ability to be a flexible and creative participant in a changing system.

**PREFERRED**
- Holds one of the following licenses: License Clinical Social Worker, Professional Counselor, or
Marriage and Family Therapist.
• Experience working with children and/or adults with serious mental illness and/or with substance abuse disorders in a community setting.
• Experience working with people in crisis situations.
• Certification or demonstrated experience in the provision of trauma informed services.
• Fluency in Spanish

RESPONSIBILITIES

Delivery Of Clinical Services
1. Provide direct services consisting of supportive counseling (individual and group), case management and monitoring progress toward meeting individual goals with special emphasis on AODA clients.
2. Ensure that services are culturally competent, promote the principles of recovery, are trauma informed and promote consumer participation.
3. Develop comprehensive individualized assessments, treatment plans, and discharge summaries. Conduct timely reviews, updates, and revisions as required by policy and as needed for each consumer, taking into account cultural and personal attributes and characteristics.
4. Maintain contact with consumers to a degree sufficient to monitor and assess progress.
5. Evaluate with the consumer his/her medical concerns, evaluate the consumer’s mental status/progress/challenges, and share opinions with the team.
6. Contribute to the functioning of the treatment team by supporting and covering for other team members as necessary, participating in triage coverage as assigned.
7. Coordinate clinical services with those of other Center areas and outside agencies and assist in problem resolution around clinical issues.

Administrative
1. Participate in Program meetings, team meetings, consult groups, training programs and other designated Program functions.
2. Participate in Center-wide training programs and community education, as assigned.
3. Complete other assignments/duties as assigned by the Clinical Team Leader or Clinical Team Manager.

ADDITIONAL INFORMATION

Applications are available:
• at www.journeymhc.org/careers
• or pickup at Journey Mental Health Center, 625 W Washington Ave., Madison, between 8 a.m. and 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday
• or by phone at (608) 280-2677

Resumes are NOT accepted in place of completed application forms, but can be attached. Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency’s belief that staff diversity and cultural competence are the foundation for services, which are accessible, effective, and relevant to the diverse needs of Dane County children, youth, families, and adults. Women, disabled, and culturally diverse applicants are strongly encouraged to apply.
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