# Job Posting

**TITLE**
15120 Substance Abuse Counselor

**CATEGORIES**
FTE

**CLASSIFICATION**
Chemical Abuse Specialist II

**CLOSING DATE**
Until Filled

**PERCENT OF TIME**
100% FTE

**PERSONNEL CODE**
15120

**PROGRAM**
Integrated Treatment Team

**UNION STATUS**
Professional Bargaining Unit

**SALARY**
$36,916 (Minimum Annual Salary)

## SUMMARY
The Journey to Health and Wellness Integrated Treatment Team Substance Abuse Counselor is responsible for providing individual and group substance use disorder counseling for consumers with severe and persistent mental illness (SPMI)/co-occurring substance use disorder (SUD) and co-morbid physical health illness(es) as part of the Integrated Treatment Team. The range of services to be delivered will include screening, brief treatment and referral to longer term services, as appropriate, as well as service coordination in a context that is supportive of the consumer’s culture, values, and perspectives. Services will be culturally competent, recovery oriented, and trauma informed. The ITT Substance Abuse Counselor reports directly to the ITT Nurse Coordinator for supervision.

## QUALIFICATIONS

### ESSENTIAL

**Education/ Licensure**
- Master’s degree in a behavioral health field
- Eligibility for licensure, or licensure as a Substance Abuse Counselor in Training, Clinical Substance Abuse Counselor, Substance Abuse Counselor
- Certification (or eligibility) for Medicaid (MA) provider status

**Experience**
- Two (2) years of experience
Experience in community-based substance abuse and mental health assessment, case management, treatment planning and crisis resolution
Knowledge and/or experience with the use of evidence-based practices (SBIRT) for the treatment of SUD or co-occurring disorders
Strong commitment to recovery, and facilitating consumer involvement in treatment planning and provision
Demonstrated commitment to provide culturally competent, trauma informed services to diverse populations
Ability to communicate effectively (orally and in writing).
Demonstrated ability to work in collaborative relationships with a variety of programs, philosophies, and disciplines
Ability to work collaboratively on with an interdisciplinary team of prescribers, nurses, and peer support specialists
Ability to work independently and remain organized and efficient
Possession of a valid driver’s license, a favorable driving record, adequate insurance (per WI law) and a willingness to use it for work purposes

PREFERRED

Fluency in Spanish or one of the Southeast Asian dialects in addition to English

RESPONSIBILITIES:

Clinical Services
1. Assesses impact of co-morbid medical, psychiatric, and substance abuse diagnoses on consumer’s overall health, as well as the consumer’s need for assistance in managing diabetes, cardiovascular disease, COPD and other health conditions.
2. Conducts accurate assessments to screen for and diagnose alcohol and other drug issues.
3. Provides a range of clinical services including level of care assessment, service coordination, therapy/counseling, support and referrals.
4. Completes accurate clinical records including intakes, assessments, treatment plans and updates, progress notes, discharge summaries and other information in a timely manner.
5. Assists consumers in identifying the impact of his/her substance use on his/her health conditions and mental illness.
6. Provides substance abuse counseling/intervention in individual or group settings.
7. Communicates care plan to behavioral health providers, primary health care providers, and other specialty care providers.
8. Coordinates services with those of other Center programs and outside agencies and assists in problem resolution around clinical issues.
9. Participates in arranging for the provision of crisis management services as clinically and programmatically appropriate and necessary.
10. Documents consumer status in electronic medical record in a timely fashion.
11. Collects and maintains necessary data from consumers and enters it into appropriate electronic databases and registries.
12. Assists consumer in completing various documents (i.e., releases, referral forms, etc.) as required or requested.
13. Functions as part of the Journey to Health and Wellness Integrated Treatment Team.
14. Attends program meetings, team meetings, treatment planning, and other clinical
meetings, functioning as an active member of the interdisciplinary team.
15. Prepares forms, records, and reports as required.
16. Ensures that services provided are culturally competent, promote the principles of recovery, are trauma informed and foster consumer participation.

**Quality Assurance And Administration**
1. Assures that required reports are complete, accurate and on time.
2. Participates in clinical meetings, clinical focus meetings (MH/AODA/nursing/prescribing), committee meetings, workgroups, Utilization Management, CQI, policy-making groups and other meetings, as assigned.
3. With attention to required time lines, maintains record of contacts, services, correspondence, and other documentation. Completes all documentation accurately and in a timely fashion.
4. Provides leadership for promoting the principles of recovery, cultural competency, and trauma-informed clinical services while working collaboratively with other community-based services and systems.
5. Represent the JMHC at events, trainings, meetings or other venues, as assigned.
6. Provides clinically and culturally competent consultation, training and education about area services to other JMHC staff and outside providers on clinical issues.

The above statements are not to be interpreted as an exhaustive list, but are intended to describe the general nature and level of work being performed by this employee.

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**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

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.*