



## **COUNSELOR FOR RESIDENTIAL SUBSTANCE ABUSE FACILITY**

**POSITION OVERVIEW:** The Counselor is part of the integrated clinical team effort to assist in the coordination of services to persons served in a residential treatment modality utilizing cognitive behavioral and motivational enhancement techniques. This is a modified therapeutic community and as such the Counselor must be knowledgeable in this model as it pertains to individuals with both substance use and mental illness disorders as well as with the 12-Steps of Alcoholics Anonymous. They are to facilitate the recovery process through promoting the participation of the person served on an ongoing basis in the planning, discussion of the person served plan, goals and objectives as well as through the provision of individual therapeutic sessions, group work, seminars, assessments, evaluations, and education and maintaining all required paperwork.

### **QUALIFICATIONS:**

Minimum Requirements:

- Master's degree in Mental Health Counseling, Psychology or Social Work
- 2 years' experience working in the field of addiction and/or mental health
- Must be able to work in a fast paced environment

Preferred Requirements:

- Master's degree in Mental Health Counseling, Psychology or Social Work with CAP
- 3 + years of addiction and/or mental health experience
- 1 year in residential facility

### **ESSENTIAL DUTIES:**

- Timely completion of Biopsychosocial with person served
- Timely development and implementation of the Treatment Plan and Treatment Plan Updates with person served
- Person Served Education and Orientation
- Identification and resolution of gaps in service provision
- Treatment, Transition and Discharge/Aftercare Planning with person served
- Primary Treatment Service Provision
- Crisis Intervention
- Coordination of referrals with established linkage to outside agencies
- Consultations with other professionals
- Provide appropriate chart documentation utilizing industry accepted standards and following HOH / SS policies and procedures
- Case load of 12 to 15 persons served maximum

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Ability to facilitate groups, teach and counsel individually
- Must be computer literate
- Must have excellent interpersonal skills as well as the ability to be organized
- Must be able to positively interact with people on a daily basis and to set appropriate boundaries
- Must be flexible with work schedule.
- Must be able to analyze and evaluate information



**PHYSICAL REQUIREMENTS:**

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

**REPORTS TO:**

Counselor Supervisor

**APPLICATION PROCESS:**

If you are qualified for a posted vacancy, please forward the following documents to [Hr@houseofhope.org](mailto:Hr@houseofhope.org).

Required application documents:

- Cover letter
- Resume of experience and education
- Photocopies of certification documents (if applicable)

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