



JOB DESCRIPTION

Job title	<i>Substance Abuse Counselor</i>	FLSA Class:	<i>Non-Exempt</i>
Department	<i>BHD</i>	Position Type:	<i>Full-Time</i>

Job purpose

The substance abuse counselor is a counselor specializing in treating consumers who have a chemical dependency on drugs or alcohol. A substance abuse counselor works with the consumer to overcome dependencies and become self-sufficient, to collaborate with consumers to identify their needs and goals, and to help the consumer develop a customized treatment plan. The substance abuse counselor also works closely with the family of the consumer, as well as other providers.

Duties and responsibilities

- Provide Crisis Behavioral Health services, including 24-hour emergency crisis intervention services and crisis stabilization.
- Ensure care meets all Trauma Informed Best Practice criteria.
- Employ all evidence-based treatment models with fidelity to developer protocols.
- Screen, Assess, Diagnose clients as foundation for person-centered treatment planning.
- Participate in reflective supervision of all cases, demonstrating progressive ability to critically assess own clinical work and actively engage with clinical supervisor to address areas in need of improvement.
- Timely completion of all documentation.
- Provide referrals and services to community agencies as appropriate.
- Refer and link client to appropriate services within the system of care that promote positive health outcomes, treatment adherence, and greater self-sufficiency. Monitor the client's follow-through with these services.
- Consistent follow-up with all consumers, and as appropriate families, to promote engagement and retention in services and to ensure all barriers to service access and use are addressed.
- Providing ongoing follow-up, basic motivational interviewing and goal setting with client/family
- Assist consumers in obtaining additional services as needed, including through the other departments of CSC.
- Work collaboratively with other agencies and outside providers to ensure seamless integration of services particularly for those with acute and complex needs, including but not limited to homeless and severe mental illness population.



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- Participate in treatment and recovery team meetings to address needs of high-risk consumers.
- To work in cooperation with other providers, family members or significant others involved in the client's recovery plan.
- To attend staff meetings, participate in staff training and development, Case Conferences, and Supervision.
- To observe all rules of confidentiality relating to clinical information and treatment, both internally and when dealing with external agencies and/or individuals.
- To be responsible for understanding clients' rights and the organization's policies and procedures.
- Maintain a working knowledge of current trends and developments in the field of mental health, substance use, co-occurring disorders and peer recovery services
- To perform other related duties as assigned

Qualifications

- Credentialed Alcohol and Substance Abuse Counselor by the state of California
- Minimum two (2) years SUD counseling experience in behavioral health setting.
- High School Diploma or GED required, Associate Degree or higher preferred.
- Successful completion of background screening
- Prefer a candidate with past or present consumer of substance abuse services with a history of successfully managing one's own illness.
- Awareness of the importance of recovery in living with a mental illness and/or addiction problem.
- Excellent writing skills, ability to submit documentation on a set timeline.
- Demonstrated success working on an integrated care team.
- Familiar with Evidence Based Models of treatment (MI, TIC, CBT, Seeking Safety)
- Ability to provide professional, confidential services to families and function in a stressful environment.
- Bilingual fluency a plus (Spanish, Chinese, other Asian language)

Direct reports

Assigned Supervisor and/or Director of Behavioral Health