

Job Description – Substance Abuse Counselor

Title: Substance Abuse Counselor

Status: 0.80 FTE Regular, Part-Time

Position in the Tribal Organization:

The Substance Abuse Counselor (SAC) is under the immediate supervision of the Director of Mental Health and Substance Abuse (MH/SA). The SAC does not supervise staff employees; is hired by the Personnel Selection Committee and is employed by the Tribe through the Indian Health Service Contract.

Role:

The SAC provides counseling to individuals, families, and significant others as well as offering group sessions to the service population under the direction of the Director of MH/SA. The SAC is expected to maintain case records, reports, and all documentation in a professional manner.

Duties:

1. Provide outpatient services to individuals and families.
2. Provide follow-up services to aftercare clients.
3. Participates in weekly Treatment Team meetings and monthly Interdisciplinary Team meetings.
4. Assists the MH/SA Director as requested.
5. Responsible for accumulating appropriate CEU's in order to maintain a valid State of Maine License as an LADC or CADC.

Qualifications:

1. Possess valid license from the State of Maine as an LADC or CADC.
2. LADC is preferred, however will accept a CADC with the condition of acquiring LADC licensure within 1 yr after successful completion of introductory period.
3. Minimum of 5 years work experience in a Hospital or Agency.
4. Must have no history of alcohol/substance abuse for a period of at least 3 years.
5. The applicant must possess:
 - a. The ability to establish therapeutic relationships with the clientele.
 - b. The ability to write coherent reports, progress notes and treatment plans.
 - c. The ability to do Substance Abuse evaluations and assessments.
 - d. A working knowledge of group process, family counseling and goal setting.
 - e. Willingness to learn or enhance knowledge of working with Dual Diagnosis.
 - f. A valid driver's license and personal vehicle.
 - g. Native American Preferred.