

An Invitation to apply



Alcohol/Substance Abuse Counselor III

CALAVERAS COUNTY

FFD: 11/2/10

County Mission Statement:

The mission of Calaveras County Government is to provide service, infrastructure and leadership necessary to advance a safe community, maintain a high quality of life, and to protect personal liberties for all of its citizens.

Calaveras County

Human Resources Dept.

891 Mountain Ranch Road

San Andreas, CA 95249

Office: 209-754-6303

24-Hr Job Line: 209-754-6332

Fax: 209-754-6333

E-mail: hr@co.calaveras.ca.us

<http://www.co.calaveras.ca.us>



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County
Application

\$19.64 - \$23.87 /hr.

(salary does not reflect a 4.6% reduction)

We are seeking a qualified counselor to provide professional assessment, treatment, education, crisis intervention, case planning and management services for adult women, pregnant or parenting, with substance abuse problems and/or co-occurring disorders.

Must have extensive knowledge in the assessment and treatment of alcohol/substance abuse addiction issues, dual diagnosis, program planning and clinical supervision.

Must possess California certification as an alcohol/drug counselor or be licensed as an MFT, LCSW or a registered intern.

24 to 40 hours a week.



MINIMUM QUALIFICATIONS

DISTINGUISHING CHARACTERISTICS

This is the advanced level position in the Alcohol/Substance Abuse job classification series. Applicants are expected to possess extensive knowledge in the assessment and treatment of individuals with significant alcohol/substance abuse and addiction issues; dual diagnosis issues; program planning, clinical supervision, quality assurance best practices; evaluation and training strategies; financial reporting and management practices; and ethical and professional standards in the alcohol/substance abuse treatment field.

Successful candidates will demonstrate knowledge and understanding about the science of addiction, alcohol/substance abuse issues and related problems resulting from alcohol and chemical dependency. Applicants must show a commitment to continuing education and rehabilitation activities.

EXAMPLE OF DUTIES

- Conducts duties within the Counselor I and II series and is responsible for supervising clinical staff and monitoring quality assurance activities.
- Assists in the identification, development and implementation of new prevention, education and treatment programs related to alcohol/substance abuse.
- Collaborates with the Courts, Probation, Mental Health, Public Health and other community partners to ensure proper referrals and quality case management services.
- Prepares programmatic and fiscal reports as required by state and federal laws and regulations.

LICENSE / CERTIFICATES

Possession of a valid California Driver's License issued by the CA State Department of Motor Vehicles. Valid CA Association of Drug and Alcohol Counselors certification (CADAAC) or LCSW, MFCC with alcohol/substance abuse experience preferred.

EDUCATION AND EXPERIENCE

Equivalent to graduation from an accredited four year college or university with a degree in behavioral health and human services or related field and four years of substance abuse counseling. Valid CA Association of Drug and Alcohol Counselors certification, LCSW, MFT, MFCC or registered intern with alcohol/substance abuse experience. Progressively responsible experience may be substituted for the required education on a year for year basis.

If in recovery from a substance abuse disorder, applicant must be clean and sober at least five years.

APPLICATION AND SELECTION PROCESS

Interested individuals must submit the following:

Calaveras County application
Current resume
Cover letter
License/Certification numbers with expiration dates

Application materials will be reviewed to evaluate the specific qualifications of each applicant and determine which applicants will continue in the screening process. Those candidates identified as having qualifications best suited for the position will be invited to an oral examination. Following the oral examination, the top candidates will be referred to the Department Head for a selection interview.

Final Filing Date: Tuesday, November 2, 2010 at 5:00 p.m.