New Life New Day is currently recruiting for a full-time Addictions Counselor. The Counselor will work with individuals struggling with Substance Abuse issues, providing intensive outpatient (IOP) and outpatient (OP) treatment, individual & group counseling, case management, etc.

**Duties and Responsibilities:**

* Maintain a caseload.
* Screen potential clients, complete comprehensive biopsychosocial assessments and all additional intake documents to determine necessary level of care, submit authorization for services to be rendered, and conduct new client orientation.
* Prepare individualized and developmentally appropriate treatment plans.
* Complete treatment plan updates and encourage clients to follow plan.
* Facilitate group counseling in accordance with the outlined curriculum.
* Maintain accurate, compliant and updated client records; properly documenting all services provided and clients response to treatment, as well as, treatment and discharge plans in a timely fashion.
* Provide individual counseling with regular follow ups on progress towards treatment plan goals.
* Prepare an aftercare plan for all patients completing the program or being discharged for other reasons.
* Provide case management - coordination of care between other programs and providers.
* Perform supervised testing - urinalysis and/or breathalyzer.
* Participate in team meetings.
* Develop and maintain appropriate professional relationships with referral sources and community agencies.

**Qualifications:**

* This individual must be either certified by the state of Maryland as an CAC-AD, CSC-AD or ADT, in good standing.
* An Associate’s or Bachelor’s Degree in Human Services.
* Proficient in the use of personal computers, EMR system, Microsoft Word and Excel, and other electronic applications.
* Positive attitude and open approach to clients, staff and visitors.
* Ability to effectively communicate verbally and in writing.
* Strong knowledge of addiction, treatment, and recovery.

**Contact**:

Please submit resumes to

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