



Addiction Counselor

The Addiction Counselor provides ongoing care to clients in an integrated care facility, either for our outpatient opiate treatment program (OTP) or our DWI education program.

Responsibilities and Duties

- Maintain a caseload of 25 clients for part-time employment, 50 for full-time.
- Full-time counselors will conduct 25 hours of weekly counseling to our clients.
- Part-time counselors will conduct weekly counseling hours based upon work schedule.
- Ensure incoming clients have a complete psychosocial history and comprehensive assessment upon admission.
- Complete a Preliminary Treatment Plan within 7 days of admission and a Treatment Plan update every 90 days.
- Prepare an aftercare plan for all patients completing the program or being discharged for other reasons.
- Provide individual addiction counseling according to the Treatment Plan. Meet regularly with clients to follow up on progress towards goals.
- Provide coordination of care between other programs and providers, both internal and external.
- Work closely with the team to communicate about multi-modality care.
- Lead education and support groups for clients.

Qualifications and Requirements

- Licensed or Certified Addiction Counselor with the Board of Professional Counselors and Therapists required.
- An associate's or bachelor's degree in Addiction or similar.
- Positive attitude and open approach to patients, staff and visitors.
- Ability to effectively communicate verbally and in writing.
- Strong knowledge of addiction, treatment and recovery.
- Experience and ability to work in an electronic medical record is mandatory.

Knowledge, Skills and Abilities

- Knowledge of human behavior and performance, individual differences in ability, personality and interest; learning and motivation, and the assessment and treatment of behavioral and affective disorders.
- Knowledge of principles, methods and procedures for diagnosis, treatment and rehabilitation of physical and mental dysfunctions.
- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate and not interrupting at inappropriate times.
- Being aware of others' reactions and try to understand why they react as they do.
- Talking to others to convey information effectively.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

- The ability to communicate information and ideas in speaking so others will understand
- The ability to apply general rules to specific problems to produce answers that make sense.
- The ability to tell when something is wrong or is likely to go wrong. It does not involve solving problems, only recognizing there is a problem.
- The ability to speak clearly so others can understand you.

I have reviewed and accept this position as the Addiction Counselor on behalf of Redeem Health Care & Medical System, Inc., as set forth in this job description, in its entirety.

Signature

Date