BEAR RIVER HEALTH DEPARTMENT

JOB DESCRIPTION

Title: Treatment Counselor

Divisions: Behavioral Health – Logan Office

Grade: 22 - 24

Wage: $27.65/hr. - $30.77/hr.

Description: Full Time Benefited

Closing Date: Sept 6, 2022

Summary of Duties:
Under general supervision of the Behavioral Health Service Lead performs the following duties:

• Administers assessments to determine readiness for substance abuse treatment and develop plans for each assigned client.
• Counsel’s clients involved in substance abuse programs; performs individual and group therapy counseling to promote rehabilitation.
• Prepares and delivers substance awareness and preservation training to clients.
• Prepares and maintains documentation to include case histories, progress notes, treatment plans and other related items; presents findings to individuals and officials.
• Attends meetings and facilitates substance abuse programming; exchanges information and updates knowledge of substance abuse specialty area.
• Observe Urinalysis as needed
• Other duties as assigned.

Minimum Qualifications Education & Experience:

• Grade 22: Graduation from an accredited college or university with a Master’s Degree in Social Science or related field, and certified to provide counseling services in the state of Utah while under supervision. OR
• Grade 24: Graduation from an accredited college or university with a Master’s Degree in Social Science or related field, and licensed to provide counseling services in the state of Utah without supervision.

Minimum Qualifications: Necessary Knowledge, Skills & Abilities:
Good written, verbal, and communication skills. Basic computer skills in word processing and spreadsheets. Must be able to manage tasks simultaneously. Work well under pressure, meet deadlines, and work well with team members as well as independently on a day-to-day basis. Maintain good organizational skills. Maintain confidentiality of all records and information. Must be able to maintain a cooperative working relationship with co-workers and those contacted during the course of the workday activities. With emphasis on the following

• Considerable knowledge of counseling techniques and theories. Skilled in applying knowledge and theories regarding addictive behaviors.
• Must be able to develop accurate treatment plans in order to monitor client progress, complete up to date progress notes, and provide regular client correspondence for referring court parties.
• Prepare for and facilitate groups for substance abuse clients.
• Must be skilled in crisis intervention techniques.

Special Qualifications:
• Must be able to pass a full background check and drug screening, must possess or be able to obtain a valid Utah Driver License at the time of employment, Must be able to provide own transportation. Must be able to lift 50 pounds and be able to perform strenuous activities requiring flexibility, stamina, and overall general good health. Must have a flexible schedule, available for work in the evenings and/or weekends, as job requires.

Applications available Monday - Thursday 8 am to 6 pm and Fri. 8 am to 1 pm at the Bear River Health Dept. 655 E. 1300 N. Logan, Utah, or on line at www.brhd.org. Return completed application, resume, and transcripts to Sylvia Tello at the Bear River Health Dept.

Email: stello@brhd.org - Phone: 435-792-6498 – Fax: 435-792-6495