

**Seattle Counseling Service
Substance Use Disorder Professional/SUDPT
JOB ANNOUNCEMENT**

GENERAL DESCRIPTION

The Substance Use Disorder Professional is responsible for the delivery of assessments/intakes, individual counseling, group counseling and related services to clients with drug/alcohol problems. The Substance Use Disorder Professional will maintain a caseload and provide all support services to clients. Reports to the Substance Use Program Supervisor.

CRITERIA/QUALIFICATIONS

- Associate's Degree or equivalent in Human Services
- Two years full time experience providing substance abuse treatment and must be a Substance Use Disorder Professional or Substance Use Disorder Professional Trainer as described in WAC
- Experience and/or awareness working with the LGBTQI Communities
- Demonstrated skills in individual and group counseling
- Be licensed, certified or registered in the State of Washington
- Available to work some evening hours on a regular schedule
- Commitment to confronting racism, sexism, heterosexism and other discriminatory practices

PRIMARY FUNCTIONS

Agency

- Assist with and support new or evolving procedures and expectations.
- Take initiative to meet changing needs.
- Support the agency and its mission, and the population we serve.
- Participation in program development.
- Participate in quality improvement and assurance efforts as appropriate.
- Contribute to maintenance of fiscal and clinical soundness of program.
- Participate in weekly group supervision meetings

Clinical

- Provides all services using a holistic approach
- Provides assessments/intakes, individual counseling, and group counseling to clients in the Substance Use program
- Provides case management to clients, to include probation reports, CPS reports, and Drug Court reports
- Maintains accurate and thorough clinical records as per agency, county and state requirements
- Provides input and report to Substance Use Program Supervisor regarding the clinical needs of clients, improved ways of offering prevention, outreach, treatment services and supervision
- Completes all tasks and contract scopes of work as assigned by the Substance Use Program Supervisor in a timely manner

- Maintains a professional and courteous attitude to all clients, partners and community members
- Maintains status as qualified substance use professional or intern
- Provides services in a manner that expedites the meeting of contract requirements and program outcomes and is culturally competent
- Follows agency policies and procedures, RCWs, WACs, and other external regulations
- Maintains documentation in a timely, thorough and accurate manner
- Performs other appropriate tasks related to this position and your professional role as needed
- Participates in creating and maintaining a workplace that values diversity and is free of racism, sexism, heterosexism and other discriminatory practices
- Demonstrates teamwork and open communication

Individual

- Be organized and effectively use time, as determined in supervision.
- Pursue ongoing training in clinical issues, as appropriate to training goals determined with supervisor.
- Comply with all agency, WAC and funding policies and procedures.
- Demonstrate cooperation and professionalism with clients, co-workers and contacts at other agencies.
- Meet attendance standards.
- Demonstrate self-control and confidence in stressful situations.
- Listen effectively.
- Remain open and receptive to constructive feedback.
- Keep others informed of relevant matters.
- Participate in monthly trauma informed group meetings.

DETAILS

Schedule: Full-Time, 40 hours/week

Benefits: Generous sick time, vacation time, and holiday leave; fully covered medical, dental, and vision plans; 401k with 3% employer match.

To Apply: Send cover letter and resume to hire@seattlecounseling.org

Application Deadline: Priority deadline is 3/15/2020. Position is open until filled.

Seattle Counseling Service is an equal opportunity employer committed to a diverse, multicultural work environment. People of color, people with disabilities, and people of diverse sexual orientations, gender expressions and identities are encouraged to apply.