

SOUTHWEST BEHAVIORAL CARE, INC.

JOB VACANCY NOTICE

POSITION: DUI Evaluator and Group Facilitator (Part-Time Position)

PAY GRADE: 12

WAGE: \$16.31 (as a minimum)

ESSENTIAL FUNCTIONS:

- Provides chemical abuse assessments to appointed substance abusing offenders under the direct supervision of a trained Intervention Specialist.
- Monitors client service plans and assists in the daily operation of program activities.
- Assists staff with required hours of educational instruction to clients and/or family members as assigned.
- Assists with Individual and Group Intervention services and maintains a professional, quality level of services in an objective manner to all program clients.
- Participates in all appropriate clinical staff meetings and maintains beneficial clinical dialogue with all members of treatment intervention staff, as necessary, regarding clients and program interaction.
- Maintains current client case record activity and progress; prepares and submits all required program reports and documentation in an accurate and timely manner.
- Adheres to all policies, laws, regulations and codes of ethics and confidentiality as outlined by federal and state laws, and agency policies and procedures.

QUALIFICATIONS:

- Bachelors or Associate Degree in Social Work, Psychology or related human services field from an accredited college or university.
- Demonstrated ability or willingness to obtain and maintain Certified Allied Addiction Practitioner credential and any other program related certifications necessary.
- Must successfully obtain Criminal History Clearance from the Pennsylvania State Police and Child Abuse Clearance from the Pennsylvania Department of Public Welfare.
- Must not be excluded from participation in Medicare, Medicaid or any other federal health care program.
- Ability to transport oneself in an insured vehicle, as program needs dictate.
- Ability to observe and recognize verbal and non-verbal signs of physical or mental disorders.
- Ability to communicate with effectiveness and provide constructive feedback to community organizations.

QUALIFIED INDIVIDUALS MUST SUBMIT A LETTER OF INTEREST TO THE SOUTHWESTERN PENNSYLVANIA HUMAN SERVICES, INC., OFFICE OF HUMAN RESOURCES, 300 CHAMBER PLAZA, CHARLEROI, PA 15022-1607, ATTENTION: POSTING#1887-NO LATER THAN MARCH 20, 2018.

EQUAL OPPORTUNITY EMPLOYER