

SOUTHWEST BEHAVIORAL CARE, INC.

JOB VACANCY NOTICE

Become a leader...Become an innovator...Make a difference in your community and join the premier nonprofit human services company in the region. Come join our team and build a career with SPHS! SPHS continues to be a leader in the human services field for over 50 years and counting, providing a wide variety of services throughout Butler, Fayette, Greene, Washington and Westmoreland counties.

POSITION: Counselor 1 or 2 – (Part-Time Contract)
Monessen Drug & Alcohol and MH Outpatient Program

PAY GRADE: 12/14

WAGE: \$19/hr.-Bachelor's \$27/hr.-Master's (as a minimum)

ESSENTIAL FUNCTIONS:

- Provides intake assessments as well as outpatient psychotherapy including, but not limited to individual, family, and group sessions.
- Conducts assessment and diagnostic services to develop a comprehensive treatment plan and related treatment recommendations.
- Develops and implements individualized treatment plans using individual, marital, group and family methodologies.
- Participates in treatment team meetings with all levels of psychiatric and clinical staff, both individually and in group supervision.
- Initiates appropriate Intra and Inter Agency contact to facilitate the care of the individuals that are served.
- Prepares, maintains and submits all assigned case records, charts, reports, forms and other required documentation in a professional 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:

- Bachelor's or Master's Degree in Social Work, Psychology or related social services field with progressive experience in human services, is desirable.
- Demonstrated ability or willingness to obtain the Certified Addiction Counselor credential after three years of employment.
- Demonstrated ability to obtain vital information during an interview to make proper recommendations.
- Must successfully obtain Criminal History Clearance from the Pennsylvania State Police, Child Abuse Clearance from the Pennsylvania Department of Human Services and FBI Fingerprint Clearance.
- 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 work independently following established policies and procedures, including emergency situations.

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#1910.

EQUAL OPPORTUNITY EMPLOYER