

AVMH Job Description

Position: Licensed Drug and Alcohol Counselor Supervisor

Under supervision, of the agency's Clinical Director, provide integrated mental, emotional, and substance abuse healthcare to individuals with qualifying Substance Use Disorders as well as supervise a small team of Certified Drug and Alcohol Counselors.

REPORTS TO:

Agency Clinical Director, Agency Medical Director

Education, Training, and Experience Minimum Qualifications:

Possession of a master's degree in an approved human-related field. Possession of an active State of NV Board Certified Licensed Drug & Alcohol Drug Counselor (LADC) with a "Supervisor" status OR a minimum of 2 years experience as a LADC with the ability to become a LADC Supervisor.

EXAMPLES OF DUTIES:

- Performs intake assessments/ ASAM of individuals with alcohol and drug issues that may also have a co-occurring disorder of mental health.
- Supervises agencies CADC-interns.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains awareness of alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnoses and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records with the EMR system.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Provide drug & alcohol therapy groups to clients.
- Understands state and Federal laws regarding privacy, confidentiality, and security along with mandated reporting.
- Documents client contacts within 24 hours of service provided.
- Adheres to all Alta Vista policies and procedures.
- Assists with various program developments as assigned by the program director.

Ability to:

- Perform a variety of substance abuse /behavioral health therapeutic services, client assessments, and client counseling.

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- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain the confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations, and policies.
- Consistently document all assessments, treatment plans, and service interventions in a manner that complies with all audit and regulatory requirements.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

Special Requirements:

- Must possess a valid driver's license at the time of application and a valid Nevada Driver's License by the time of appointment. Valid Nevada Driver's License must be maintained throughout employment.
- Must possess a valid CPR card throughout employment.
- Must possess a valid TB test if requested.
- It is the responsibility of the employee to maintain appropriate CEU's required annually for their licensure.
- Must be fully licensed in the State of NV – LADC for at least 2 years OR be a LADC supervisor with the board.

Job Types: Full-time, Part-time, Internship, Contract