



RENO-SPARKS INDIAN COLONY
★ HUMAN RESOURCES

34 Reservation Road, Reno, NV 89502
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Reno-Sparks Indian Colony:

Position Title: Substance Abuse Counselor- (LADC-Licensed Alcohol & Drug Counselor or CADC-Certified Alcohol & Drug Counselor)
Department: Behavioral Health - Reno-Sparks Tribal Health Center
Supervisor: Behavioral Health Division Manager
Status: Regular; full-time; may involve some evening and weekends
FLSA: Exempt

Position Summary: Under the direction of the Behavioral Health Division Manager, the Substance Abuse Counselor shall conduct comprehensive substance abuse treatment appropriate for designated individuals and groups, and provide counseling and follow-up services for those with substance use and related disorders.

Duties:

- Screens, assesses and evaluates clients for substance abuse and co-occurring disorders by using case history, observation, and chemical dependency/mental health assessment tools;
- Provides direct counseling and referral services for clients
- Develops individual treatment, intervention, recovery and discharge plans
- Provides individual and/or group psycho educational therapy which may include but is not limited to: relapse intervention prevention, medication education, relationship building, DUI education/prevention, communication skills, problem solving and other techniques deploying culturally based interventions such as the 12-step, White Bison, Red Road, and Medicine Wheel Teachings
- Provides referrals/assists clients seeking funding for residential inpatient programs, completion of court orders and referrals, court evaluations and other outside agencies;
- Participates in community outreach activities, provides alcohol drug abuse related in-service education to other tribal programs and the RSIC community
- Coordinates and manages reintegration of clients into their community, work, and family lives
- Manages and monitors caseload and required documentation using computerized record maintenance system (EHR)
- Maintain clinical record keeping in accordance with the standards and requirements of the Nevada Board of Examiners for Alcohol, Drug, & Gambling Counselors
- Coordinates clients' needs with RSIC Human Services and Tribal Court departments.
- Prepares all required reports and other documents as required and assigned

Minimum Qualifications:

- Graduation from an accredited college or university with a Master's Degree or a Bachelor's Degree in psychology or other clinical or mental health related field with at

least two (2) years of professional experience in a substance abuse prevention, detection, and/or counseling program;

- Nevada State Board of Examiners for Alcohol, Drug, and Gambling Counselor licensure or certification (LADC or CADC) at the time of hire, with good standing.
- Twenty-one (21) or older at the time of hire and eligible for participation in the RSIC Vehicle Insurance Program; Must Have a Valid Driver's License
- Ability to work occasional weekends and evenings to interact with clients, families, and other resources;
- Moderate to advanced computer skills at time of hire; and
- Ability to communicate successfully in English in both verbally and written form.

PLEASE NOTE:

Applicant Background Checks: All applicants are subject to a background check (which may include fingerprinting) based on the Indian Child Protection and Family Violence Act.

Applicant Drug Testing: All applicants are subject to a pre-employment testing based on RSIC's Drug and Alcohol Policy.

Preference in Hiring: RSIC recognizes the following preferences: RSIC Tribal Members, Community Members, Federally –Recognized Native Americans and Veterans.

Driver's License Requirement: Applicants who apply for a position that requires a valid driver's license must submit a copy of their Motor Vehicle Report (MVR) along with the application.

Status: Full-time – 30 hours or more; Part-time – 29 hours or less; Seasonal – not hired more than six months