



Job Title: Substance Abuse Counselor

Program: Program

FLSA: Full-Time Non-Exempt Reports

To: Program Coordinator

Direct Reports: None

Job Summary: Responsible for providing direct care to women in recovery through counseling, case management and integrated dual-diagnostic treatment in accordance with the management policies and procedures, state and federal rules and regulations.

To Apply: Email cover letter and resume to info@smdp-hoh.org for full consideration.

About Southside Center of Hope

Southside Center of Hope's mission is to provide a safe and healing community for women recovering from substance use addiction, trauma and mental illness. Southside Center of Hope is a highly structured, supportive; community-based residential program for women, and their children, who are recovering from substance abuse addiction. Southside Center of takes a comprehensive approach to recovery, incorporating mental, spiritual, physical wellness, education, skill building and sober leisure activities.

Southside Center of Hope is an Equal Opportunity Employer.

At Southside Center of Hope, we believe investing in our employees and creating a supportive environment is essential to our mission. Therefore, we offer a competitive compensation package, including paid time off, health, vision, dental, and life insurance.

Essential Functions

- Develop an integrated treatment plan, based on the assessment data and the goals the resident has identified as most important. Ensure the treatment plan addresses the residents' stage of treatment, clinical needs, and includes objectives and techniques for accomplishing each goal.
- Provide direct service to residents through case management, group counseling, individual counseling, educational programs, job support, crisis intervention, transition coordination, and psycho-social rehabilitation services.
- Ensure residents diagnosed with a co-occurring mental health disorders receive integrated behavioral health services from external providers.
- Facilitate didactic and therapeutic groups and document for each resident in attendance
- Link residents to recovery support services, including facilitating the use of community-based mutual aid resources.
- Collaborate with residents to engage family and other social supports in recovery planning.
- Provide crisis intervention as required and follow-up clinical assessments with residents involved to determine need for appropriate clinical course of action.

- Facilitate and attend resident staffing/intervention meetings and document outcomes in residents' chart
- Develop formal relationships with the Chicago area behavioral healthcare providers, hospitals, clinics, and other social service agencies including DCFS, POS providers and the DHS local offices, to establish referral relationships and to effective processes.
- Present SSCH program descriptions and eligibility requirements to community leaders who represent local social service, church and political organizations.
- Professionally represents SSCH at community organization events, seminars and conferences.
- Complete substance use admission, discharge assessments and aftercare planning, treatment plans, continued stay reviews and ensure progress notes are completed in a timely manner, in accordance with the agency's policy.
- Transport residents using an agency provided vehicle.
- All of duties as assigned.

Qualifications

- Bachelor's degree in Addiction Studies, Social Work, Human Services or Psychology.
- Certification as a Certified Alcohol and Drug Counselor from the Illinois Alcoholism and Other Drug Abuse Professional Certification Association (IODAPCA) master's degree and LPC or LSW preferred.
- Minimum two (2) years of counseling experience in substance abuse and MISA (mental health) certified.
- CPR Certification or must be able to obtain within 90 days of hire.
- No history of child abuse or neglect.
- Ability to synthesize and summarize information and make judgments regarding member care.
- Must communicate effectively both verbally and in writing in order to provide information to residents, staff and external service providers.
- Computer skills required; knowledge of database functions and maintenance necessary.
- Maintenance of a valid Illinois driver's license with no suspensions in effect in the previous three (3) years prior to hire.
- Flexible to adapt to schedules and workload to the needs and demands of the program and attend meetings or trainings held outside of work hours.
- Commitment to the mission of Southside Center of Hope.
- Ability to interact effectively and in a supportive manner with persons of diverse cultural, socioeconomic and ethnic backgrounds.