

**GENESSEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.**

**JOB VACANCY**

**RESIDENTIAL COUNSELOR**

**Reporting Relationship:**

Reports to House Manager. This position is a member of the Residential Services Team and provides critical services to those individuals engaged in treatment and recovery services.

**Duties:**

Full time. Carries client case load and ensures quality care to residents. Provides individual and group counseling services, as well as addresses family needs and referrals. Completes paperwork requirements in accordance of regulations of governing body and maintain quality, up-to-date clinical records while effectively utilizing agency electronic health record. Documents in shift log to ensure ongoing communication. Develops and reassess treatment plans and progress in relation to measurable goals, with client, to determine course of treatment and referrals to other services. Obtains releases of information in accordance with existing laws and regulations. Clearly informs clients of their rights and agency policies. Routinely distributes, collects outcome surveys and questionnaires and provides feedback in assessing results. Works closely with clients to engage them in the decision-making process and to help them understand the benefits of treatment and recovery. Models and supports health and wellness activities and healthy coping skills for clients. Plans/implements follow-up or aftercare for clients discharging from program. Administers drug screening tests (urine screens, oral tests, breathalyzer). Provide clients and/or family members with information about addiction issues and about available services or programs, making appropriate referrals when necessary. Attends and participates in case conferences, staff meetings, and other necessary meetings, being punctual and prepared. Engages in ongoing professional development activities. Collaborates with community service providers in order to meet client needs. Works collaboratively with the legal system to ensure coordination of services, including court appointments, etc. Assists with shift coverage of residential services when necessary. Attend training sessions in order to expand and enhance knowledge and skills. Assists in training of new staff members and or student interns.

**Qualifications:**

Bachelor's degree in Social Work, Psychology, Counseling, or related field plus one year of experience in a clinical setting. CASAC preferred or must be willing to work towards CASAC status. Ability to demonstrate understanding of various counseling modalities and philosophies for the treatment of substance use disorders, as well as trauma informed systems of care. Must possess strong interpersonal and engagement skills along with excellent written and verbal skills. Strong computer skills required/ experience with EMR system is a plus. Must be self-directed and flexible in order to meet the needs of clients, administration, and management. NYS driver's license and reliable method of transportation required. Must be free of active addiction including nicotine. Pre-employment background/post offer drug screening required. Classification: Salaried. Non-Exempt

Vacancy at: GCASA's 424 East Main Street, Residential, Batavia location

Send resume to:

Human Resources

GCASA

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: [kcorcoran@gcasa.org](mailto:kcorcoran@gcasa.org)

POSTED:

9/16/19

DEADLINE:

ASAP

Genessee/Orleans Council on Alcoholism and Substance Abuse does not discriminate on the basis of race, color, national origin, creed, sexual orientation, age, handicap, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.