

Title of Position: Aftercare Coordinator/Clinical and Chemical Dependency Counselor
Reports To: Manager of Clinical Services
Status: Full Time – Exempt
Hours: Variable 8am-8pm Monday- Friday; Saturdays 9am-3pm
Location: Montrose Campus; Spring Branch Campus; Community Locations
Works Closely With: Residential Team and Outpatient Services Team.
Salary: \$67K-78K

Position Summary: This position is responsible for assisting in the development, coordination and implementation of the Aftercare Program. This position also provides direct services to clients who have a substance use disorder diagnosis, a co-occurring disorder, or other mental health diagnosis. Services include individual and group counseling, family counseling, couple counseling and psychoeducational groups, sober community building activities.

Summary of Duties:

I. Aftercare Coordination and Clinical Services

- A. Coordinate services for the Aftercare program
- B. Collaborate with staff to organize and alumni program for former clients
- C. Provide Individual therapy to clients participating in the Aftercare program.
- D. Facilitate or co-facilitate various group for adults
- E. Facilitate/supervise client study of recovery-oriented materials and offer support/guidance
- F. Conduct full clinical assessments on each client
- G. Develop treatment and discharge plans with clients
- H. Provide crisis counseling, suicide assessments and support as needed to clients
- I. Document and file all notes in timely manner that meets all compliance regulations.
- J. Act as advocate and liaison w/other service providers and staff members when appropriate
- K. Provide services aimed at relapse prevention
- L. Provide psycho-educational groups/ programs
- M. Participate in treatment and discharge planning for clients
- N. Participate in Treatment Team meetings
- O. Participate in case staffings

II. Other Responsibilities

- A. Participate in clinical staff meetings, WholeLife® collaborative team meetings, and supervision
- B. Participate in all-staff and other meetings designated by The Women's Home
- C. Assist in marketing of Aftercare Services.
- D. Assist in the recruitment and selection of on-site counseling and supportive services that will complement existing services and fill a community need.
- E. Attend and assist with planning, organizing, and facilitating events and activities at the both campuses.
- F. Develop and conduct in-service training for staff, interns and volunteers on chemical dependency topics and issues as requested
- G. Other duties as assigned

III. Qualifications

- A. Master's Degree in Social Work, Psychology, Counseling or other related field
- B. LPC or LCSW or eligible for license within 4-6 months of employment
- C. LCDC preferred
- D. Practice from a client centered, trauma informed perspective
- E. Chemical Dependency treatment experience preferred
- F. Knowledge and experience with various chemical dependency models (i.e. 12 step, CBT, Motivational Interviewing)
- G. Working with co-occurring experience strongly preferred

- H. Basic knowledge of how to access community resources
- I. Ability to work as a member of a multi-disciplinary team
- J. Experience working with community collaborations preferred
- K. Valid Texas Driver's License

IV. Physical Requirements:

Person in this position must be able to sit, stand, bend, stoop and use desktop technology for long periods of time. They must be able to lift up to 20 lbs. Reasonable accommodations may be made to enable individuals with disabilities to perform these duties.