



SENECA COUNTY

AN EQUAL OPPORTUNITY EMPLOYER

CIVIL SERVICE OPPORTUNITIES



ADDICTIONS COUNSELOR
\$21.082 per hour

MINIMUM QUALIFICATIONS: Either:

- A. Completion of all required course work leading to a Master's degree in psychology, social work or a very closely related field plus one year of counseling experience; or
- B. Graduation from an accredited New York State registered or regionally accredited 4 year college or university with a Bachelor's degree in Social Science or Behavioral Science or related field and 2 years of experience in counseling; or
- C. An equivalent combination of training and experience as described above.

NOTE: Any candidate possessing a Credentialed Alcoholism and Substance Abuse Counselor (CASAC) or a Trainee Certificate will be qualified.

NOTE: Documented part-time or volunteer experience will be accepted on a prorated basis.

NOTE: CASAC required within 12 months of appointment.

DISTINGUISHING FEATURES OF THE CLASS:

This class has responsibility for the screening, evaluation and treatment of individuals who are experiencing problems associated with alcohol or other drugs. These individuals can be self-referred for services or can be referred from school personnel, probation, social services, courts or other agencies. The incumbent will complete comprehensive substance use disorder evaluations (with appropriate diagnoses) and will develop individualized treatment plans based on these evaluations, with the primary focus on direct intervention and therapeutic services including both short and long-range treatment goals that are individualized to a client's specific circumstances. The class requires the incumbent to perform independent analysis and develop alternate counseling strategies and diversion techniques. Work is performed under the general supervision of the Prevention and Treatment Program Director in the Mental Health Department. Incumbents are expected to function independently (not requiring direct observation of work), with supervision to assist the Counselor in differential diagnoses and in utilizing a variety of counseling approaches and techniques.

**APPLICATIONS MAY BE OBTAINED FROM AND RETURNED TO:
SENECA COUNTY PERSONNEL OFFICE,
1 DI PRONIO DRIVE, WATERLOO, NY 13165**

Applications Accepted Until
January 15, 2017
Or Until Position Is Filled

FOR FURTHER INFORMATION, PLEASE SEE REVERSE SIDE.....

TYPICAL WORK ACTIVITIES: (Illustrative Only):

Performs intake screening, and evaluation as indicated;
Participates in weekly staff conferences and discusses patients and related referrals and/or treatment plans;
Maintains records of interviews and all individual and group counseling sessions provided by the counselor to clients;
Evaluates existing services available to those with substance abuse/dependency and works with appropriate community groups and agencies to coordinate those services and develop new services where gaps exist;
Speaks before various groups interested in addiction treatment;
Gathers and dispenses specific information regarding: alcohol/drugs; abuse and dependency; as well as local and regional services and available resources (for those with alcohol/drug abuse or dependency issues) to individuals, agencies, schools and other interested groups;
Maintains linkages with other community agencies/groups to assist in clients' rehabilitation such as Alcoholics Anonymous, Access Vocational Rehabilitation, Probation, Social Services Departments, Courts, local and State hospitals and institutions;
Performs research duties in evaluating existing alcohol/drug abuse and dependency counseling programs;
Keeps abreast of new developments, programs and techniques in substance abuse/dependency rehabilitation and reports on these to interested groups;
Works with magistrates and courts to identify persons convicted of driving offenses while under the influence of alcohol or other drugs and to assist in determining possible means of treatment and rehabilitation;
Prepares a variety of records and reports related to the work;
Maintains all credentials and/or professional licenses necessary to remain qualified to provide counseling services within a NYS OASAS licensed outpatient clinic.
Interviews and counsels relatives of patients and other interested individuals or agency representatives to aid in the readjustment of the client within the community;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Thorough knowledge of principles, practices and procedures used in the development of clinic and community-based Treatment Plans which include the development of short and long range treatment goals; thorough knowledge of individual and group counseling techniques and methodology as they relate to alcoholism and drug treatment programs; good knowledge of the various bio-psycho-social aspects of substance abuse/dependency, including the pharmacology of chemical abuse/dependency; good knowledge of the various agencies providing intervention and therapeutic substance abuse/dependency treatment services; working knowledge of alcoholism as a disease process; working knowledge of family structure, roles, problems and responses; ability to establish a rapport with alcohol/chemically involved clients and their families, educators, mental health professionals, criminal justice officials and the general public; ability to provide a positive role model and motivate clients; ability to develop individualized treatment plans toward direct intervention and therapeutic services; ability to make remedial psychological and supportive reinforcement; ability to conduct individual and group counseling sessions; ability to develop and present workshops and community education program; ability to prepare oral and written reports on activities and cases; ability to maintain accurate case records and documents; physical condition commensurate with the demands of the position.

Issued: December 29, 2016