



## **DESC Job Description -**

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Open: May 21, 2009  
**Job Title:** CHEMICAL DEPENDENCY COUNSELOR - Trainee  
Salary: \$10.61 to \$12.24, depending upon experience  
Supervised by: Chemical Dependency Program Manager  
Hours: Full-time (37.5 hours per week), non-exempt position

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### **Job Definition**

As part of a multi-disciplinary team, the Chemical Dependency Counselor provides services to DESC clients who are identified as impacted by alcohol or other drug use. This position works cooperatively with agency staff and community resources to provide a range of services to clients with drug and alcohol problems.

### **MAJOR DUTIES AND RESPONSIBILITIES**

- Perform alcohol and drug assessments, and intake evaluations on selected clients; with the client's participation, develop support and treatment plans; facilitate linkages to collaborative resources when appropriate.
- Plan, organize and facilitate treatment and support groups for clients, as appropriate.
- Provide substance abuse consultation to Mental Health Program and Housing Program staff.
- Provide staff training on substance abuse issues as appropriate.
- Participate as a member of a multi-disciplinary team providing ongoing advocacy and integration of services to mentally ill, homeless and formerly homeless adults.
- Advocate for client access to community resources and services, ensuring that client needs are met and rights maintained; consult and collaborate with community providers to ensure continuity of care.
- Participate in psychiatric consultation, supervision, program meetings and in-service trainings; participate in clinical reviews and case conferences for clients on caseload.
- Comply with the agency's clinical accountability policies and procedures; maintain current and complete clinical records; participate in quality assurance reviews when assigned.
- Comply with data gathering/submission requirements of DESC and reimbursement agencies.
- Comply with applicable program research and evaluation procedures.
- Other duties as assigned.



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### **MINIMUM QUALIFICATIONS**

- Must be Registered Counselor with the Department of Health.
- Interest or experience in working with clients who are difficult to engage and maintain in traditional mental health programs.
- Ability to communicate and work effectively with staff from various backgrounds.
- Subscribe to the philosophy of cooperation and continuity across programs and of consideration and respect for consumers.
- Bicultural and/or bilingual background/experience preferred.
- Experience with homeless and CMI population preferred.

### **APPLICATION PROCEDURE**

**Submit a Cover Letter and Resume to: DESC-CD ATTN: Human Resources, 515 3rd Avenue, Seattle, WA 98104, or email in Word document to [hr@desc.org](mailto:hr@desc.org), or fax to – (206) 515-1501**

The Downtown Emergency Service Center is committed to diversity in the workplace, and promotes equal employment opportunities for all staff members and applicants. The Agency will not discriminate against any employee or applicant for employment on the basis of race, creed, color, sex, sexual orientation, age, national origin, marital status, or the presence of any sensory, mental or physical disability in any employment practice, unless based on a bona fide occupational qualification. Women and minorities are encouraged to apply.