**CERTIFIED SUBSTANCE ABUSE COUNSELOR (CSAC)**

**Job Description**

**General Description:**

Residential Youth Services & Empowerment (RYSE) seeks a Certified Substance Abuse

Counselor (CSAC) to provide substance abuse counseling services for youth experiencing houselessness and substance use disorders.

**Example of Duties:**

* Conduct intakes, assessments and develop clinically appropriate treatment plans with assigned clients.
* Provide individual substance use counseling, group counseling, crisis intervention, discharge planning, and case management services as assigned.
* Provide psycho-educational groups related to addiction, relapse prevention, relationship issues, and other appropriate topics.
* Consult and coordinate care, including linkage with primary care, mental health, and substance use treatment providers.
* Provides professional knowledge of evidence-based concepts, principles, and procedures.
* Utilization of evidence-based practices such as Motivational Interviewing, Cognitive Behavioral Therapy, client-centered care, etc.
* Collaborate with RYSE personnel and community partners.
* Ensure proper and timely documentation to meet funding and billing requirements.
* Attends all required meetings, including individual and group supervision, staff meetings, and training.
* Maintains confidentiality, privacy and protected health information in accordance with agency policies, and applicable regulations and laws including HIPAA, and state and federal laws.
* Maintain all credentials and certifications, as specified by agency policy and procedures.
* Performs other related tasks as assigned.

**Desirable Traits and Skills:**

* Experience in Hawaii Web Infrastructure for Treatment Services (HI-WITS) documentation, crisis intervention, therapeutic group facilitation, documentation, curriculum maintenance/development, and case management.
* Able to work in a very diverse setting with people of all backgrounds, culture, sexual orientation, and identities.
* Able to build rapport with young adults.
* Must have reliable vehicle, relevant auto insurance, a clean driving record, valid driver’s license and willing to drive vehicle for job related tasks. All employees must submit a drivers abstract within 30 days of hire.
* Applicant must be willing to work a flexible schedule with possible evening and weekend shifts.
* Maintain certification in CPR & First Aid.
* We believe in second chances. Individuals with challenging backgrounds are strongly encouraged to apply. Must have minimum 5 years sobriety if applicant has history of substance use disorder. Employment is subject to required clearances which include fingerprinting, background checks, and drug testing.

**Qualifications, Education and/or Experience:**

1. Applicant must have a valid Certified Substance Abuse Counselor (CSAC) certification, possess a Bachelors degree in social work, psychology, or a related field; and three years of SUD service working towards a Certified Clinical Supervisor (CCS) credential.

**Job Type:** Full-time/non-exempt

**Salary:** $60,000 - $75,000 /year

**RYSE is an Equal Opportunity employer and encourages all candidates to apply including members of the LGBTQ+ community.**

**Employee Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employee Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supervisor Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supervisor Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_