

Rockingham County
Department of Human Resources

Career Opportunity



Position Title: Substance Abuse Counselor

Salary Range: \$20.74 – \$28.70
Dependent upon Experience

Department: Corrections
Status/Shift: Full Time/First Shift

Posted: 03/19/2019
Closing: Until Filled

Purpose/Scope:

Counsels inmates requiring assistance dealing with substance abuse problems, such as alcohol or drug abuse, by performing the following duties.

Essential Job Functions:

Facilitates psycho-didactic groups and conducts individual counseling sessions focused on substance abuse. Completes an in-house screening instrument for inmates requesting services. Counsels inmates individually and in-group sessions to assist inmates in overcoming alcohol and drug dependency and explores factors that contributed to their incarceration. Provides educational opportunities for inmates addressing relevant topics about substance abuse. Maintains on-going community supported programs within the facility. Manages volunteer support – AA and NA. Refers clients to services as needed such as medical evaluation and community treatment centers upon release. Maintains appropriate and accurate records of communications with attorneys, treatment center staff and other professionals involved with an inmate. Formulates and conducts programs to educate inmates on alcohol and drug abuse. Maintains an updated list of resources for aftercare services. Interacts and collaborates with security staff, medical personnel, attorneys, other human services staff and community based treatment centers. Submits annual budget proposal. Maintains accurate, permanent files as required by health professional standards on every inmate contact that requires notation. Maintains appropriate documentation of group sessions. Keeps current on ethics and laws regarding confidentiality. Assists in the administration and facilitation of the “STAR” (solutions, transitions, and recover) 28-day residential treatment program. Introduces new programs, curriculums and facilitates reentry programs

Knowledge, Skills, and Abilities Required:

Duties require knowledge of substance abuse equivalent to the completion of a Bachelor’s or Master’s degree from an accredited college or university in counseling, psychology and/or substance abuse; and three years of direct experience in counseling with a substance abuse emphasis. Valid NH license as an alcohol and drug abuse counselor is required and valid NH license as a clinical mental health counselor is preferred.

Submission Requirements: Employment application required. Resume and cover letter optional.

Apply to: Department of Human Resources

Email: careers@co.rockingham.nh.us

Mail or Drop off Applications to:

Rockingham County Human Resources Department, 111 North Road, Brentwood, NH 03833 Applications can be found online at: rockinghamcountynh.org/careers

EQUAL EMPLOYMENT OPPORTUNITY

Mandatory post offer physical, drug and alcohol testing for new hire. Criminal records check required.