

## Metro East- Counselor Job Description

<b>Job Title:</b>	<b>Counselor</b>	<b>Job Category:</b>	Clinical		
<b>Department/Group:</b>	Clinical	<b>Supervisors:</b>	K. Blakley, MA, MBA, CCS, CADC, CPS and S. Dave, PM, CADC, CPT		
<b>Location:</b>	Metro East Complex 13929 Harper Ave. Detroit, MI 48213	<b>Travel Required:</b>	None		
<b>Compensation and Benefits Package:</b>	Negotiable	<b>Position Type:</b>	FTE and PTE options		
<b>HR Contact:</b>	Cynthia Sargent, BS, AA/HR	<b>Position Open:</b>	June 9, 2023		
<b>Will Training Applicant:</b>	Katherine Blakely will provide clinical, Stephen Dave, facility and operations, and Christopher Fueri, software and quality	<b>Posting Expires:</b>	Open until filled		
<b>External Posting URL:</b>	metro-east.org				
<b>Applications Accepted By:</b>					
<b>FAX OR EMAIL:</b> Fax number: 313-371-1409 Email: <a href="mailto:cs@metro-east.org">cs@metro-east.org</a> Cc: <a href="mailto:sldave@metro-east.org">sldave@metro-east.org</a> Subject Line: Counseling Position		<b>MAIL:</b> Cynthia Sargent Metro East- Counselor Job Description 13929 Harper Ave. Detroit, MI 48213			
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<b>ROLE AND RESPONSIBILITIES</b>  <b>IN METRO EAST'S MEDICATION-ASSISTED TREATMENT (MAT) PROGRAM, THE COUNSELOR'S PRIMARY RESPONSIBILITY IS TO PROVIDE COMPREHENSIVE PSYCHOSOCIAL SUPPORT AND SERVICES TO INDIVIDUALS RECEIVING MEDICATION-ASSISTED TREATMENT FOR SUBSTANCE USE DISORDERS.</b>  <b>JOB DESCRIPTION:</b> <ol style="list-style-type: none"> <li><b>CONDUCT ASSESSMENTS:</b> CONDUCT THOROUGH ASSESSMENTS OF INDIVIDUALS SEEKING MEDICATION-ASSISTED TREATMENT, INCLUDING THEIR SOCIAL, EMOTIONAL, AND ENVIRONMENTAL FACTORS THAT MAY CONTRIBUTE TO THEIR SUBSTANCE USE DISORDER. ASSESS THEIR READINESS FOR TREATMENT AND IDENTIFY THEIR SPECIFIC NEEDS.</li> <li><b>TREATMENT PLANNING:</b> COLLABORATE WITH THE TREATMENT TEAM, INCLUDING PHYSICIANS, NURSES, AND COUNSELORS, TO DEVELOP INDIVIDUALIZED TREATMENT PLANS FOR EACH CLIENT. IDENTIFY GOALS AND OBJECTIVES THAT ADDRESS THEIR SUBSTANCE USE DISORDER AND SUPPORT THEIR OVERALL WELL-BEING.</li> <li><b>INDIVIDUAL COUNSELING:</b> PROVIDE INDIVIDUAL COUNSELING TO CLIENTS, USING EVIDENCE-BASED THERAPEUTIC APPROACHES, TO ADDRESS THE UNDERLYING ISSUES RELATED TO THEIR SUBSTANCE USE DISORDER. HELP CLIENTS DEVELOP COPING SKILLS, MANAGE CRAVINGS, AND MAKE POSITIVE CHANGES IN THEIR LIVES.</li> </ol>					

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4. **GROUP THERAPY:** FACILITATE GROUP THERAPY SESSIONS TO SUPPORT CLIENTS IN THEIR RECOVERY JOURNEY. CREATE A SAFE AND SUPPORTIVE ENVIRONMENT WHERE CLIENTS CAN SHARE THEIR EXPERIENCES, LEARN FROM OTHERS, AND DEVELOP HEALTHY COPING STRATEGIES.
5. **CASE MANAGEMENT:** COORDINATE AND ADVOCATE FOR CLIENTS' ACCESS TO VARIOUS RESOURCES AND SERVICES, SUCH AS HOUSING, EMPLOYMENT ASSISTANCE, HEALTHCARE, AND LEGAL SUPPORT. HELP CLIENTS NAVIGATE THE SYSTEM AND CONNECT WITH APPROPRIATE COMMUNITY RESOURCES.
6. **EDUCATION AND SUPPORT:** PROVIDE EDUCATION TO CLIENTS AND THEIR FAMILIES ABOUT MEDICATION-ASSISTED TREATMENT, ADDICTION, RELAPSE PREVENTION, AND OTHER RELEVANT TOPICS. OFFER ONGOING SUPPORT TO CLIENTS AND THEIR FAMILIES, ADDRESSING THEIR CONCERNS AND PROVIDING GUIDANCE THROUGHOUT THE TREATMENT PROCESS.
7. **DOCUMENTATION AND REPORTING:** MAINTAIN ACCURATE AND UP-TO-DATE CLIENT RECORDS, INCLUDING ASSESSMENTS, TREATMENT PLANS, PROGRESS NOTES, AND DISCHARGE SUMMARIES. ADHERE TO ALL LEGAL AND ETHICAL STANDARDS REGARDING CLIENT CONFIDENTIALITY AND RECORD KEEPING.
8. **COLLABORATION AND CONSULTATION:** COLLABORATE WITH OTHER PROFESSIONALS WITHIN THE MAT PROGRAM, SUCH AS PHYSICIANS, NURSES, AND COUNSELORS, TO ENSURE INTEGRATED CARE. CONSULT WITH THE TREATMENT TEAM TO ADDRESS ANY CONCERNS, MODIFY TREATMENT PLANS, AND PROVIDE INPUT ON CLIENTS' PROGRESS.
9. **CARE COORDINATION AND REFERRAL:** ENSURE EFFORTS TO CREATE ACTIVE COMMUNICATION CHANNELS WITH OTHER SERVICE PROVIDERS IS DOCUMENTED AND APPROPRIATE REFERRALS ARE MADE AND FOLLOWED-UP.

### QUALIFICATIONS:

- **MUST BE ONE OF THE FOLLOWING:**

**A VALID LICENSED PSYCHOLOGIST (LP), LIMITED-LICENSED PSYCHOLOGIST (LLP), TEMPORARY LIMITED-LICENSED PSYCHOLOGIST (TLLP), LICENSED PROFESSIONAL COUNSELOR (LPC), LIMITED-LICENSED PROFESSIONAL COUNSELOR (LLPC), LICENSED MARRIAGE AND FAMILY THERAPIST (LMFT), LIMITED-LICENSED MARRIAGE AND FAMILY THERAPIST (LLMFT), LICENSED MASTER'S SOCIAL WORKER (LMSW), LIMITED-LICENSED MASTER'S SOCIAL WORKER (LLMSW),**

**AND**

**HOLD ONE OF THE FOLLOWING: MICHIGAN CERTIFICATION BOARD OF ADDICTION PROFESSIONALS (MCBAP) OR INTERNATIONAL CERTIFICATION & RECIPROCITY CONSORTIUM (IC & RC) CREDENTIALS:**

**CERTIFIED ALCOHOL AND DRUG COUNSELOR (CADC), CERTIFIED ADVANCED ALCOHOL AND DRUG COUNSELOR (CAADC), CERTIFIED CRIMINAL JUSTICE PROFESSIONAL - IC&RC - RECIPROCAL (CCJP-R), CERTIFIED CO-OCCURRING DISORDERS PROFESSIONAL – IC&RC (CCDP) – BACHELOR'S LEVEL ONLY, CERTIFIED CO-OCCURRING DISORDERS PROFESSIONAL DIPLOMAT – IC&RC (CCDP-D) – MASTER'S LEVEL ONLY**

**OR**

**CERTIFICATION THROUGH THE UPPER MIDWEST INDIAN COUNCIL ON ADDICTION DISORDERS (UMICAD), IF A LICENSED PROFESSIONAL COUNSELOR THE NATIONAL CERTIFIED COUNSELOR (NCC) WITH CONCURRENT MASTER ADDICTIONS COUNSELOR (MAC) CERTIFICATION,**

**OR**

***A MCBAP DEVELOPMENT PLAN IS AN OPTION FOR QUALIFIED CANDIDATES.***

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- **SOLID KNOWLEDGE OF SUBSTANCE USE DISORDERS, ADDICTION TREATMENT, AND EVIDENCE-BASED THERAPEUTIC APPROACHES.**
- **FAMILIARITY WITH MEDICATION-ASSISTED TREATMENT, SPECIFICALLY METHADONE.**
- **EXPERIENCE WORKING WITH INDIVIDUALS WITH SUBSTANCE USE DISORDERS AND KNOWLEDGE OF THE RECOVERY AND DISCHARGE PLANNING PROCESS.**
- **STRONG ASSESSMENT AND DIAGNOSTIC SKILLS TO IDENTIFY CLIENTS' NEEDS AND DEVELOP APPROPRIATE TREATMENT PLANS.**
- **EXCELLENT COMMUNICATION AND INTERPERSONAL SKILLS TO ESTABLISH RAPPORT WITH CLIENTS AND COLLABORATE WITH THE TREATMENT TEAM.**
- **ABILITY TO WORK IN A FAST-PACED ENVIRONMENT, MANAGING MULTIPLE CASES AND PRIORITIZING RESPONSIBILITIES.**
- **KNOWLEDGE OF COMMUNITY RESOURCES AND ABILITY TO CONNECT CLIENTS WITH RELEVANT SUPPORT SERVICES.**
- **UNDERSTANDING OF LEGAL AND ETHICAL STANDARDS RELATED TO CLIENT CONFIDENTIALITY AND PROFESSIONAL CONDUCT.**

### PREFERRED QUALIFICATIONS:

- **Completion of specialized training in medication-assisted treatment approaches**, such as the use of opioid agonists specifically methadone and familiarity with the treatment of opioid use disorder.
- **Training and knowledge of evidence-based therapeutic modalities**, such as Cognitive Behavioral Therapy (CBT) and Motivational Interviewing (MI).
- **Experience working in substance abuse or addiction treatment settings**, preferably with a focus on medication-assisted treatment.
- **Demonstrated experience** conducting individual and group counseling sessions, developing treatment plans, and providing ongoing support and monitoring to clients.
- **Familiarity with the recovery process** and understanding of the challenges faced by individuals with substance use disorders.
- **Understanding of pharmacology related to addiction** and the effects of medication used in MAT.
- **Strong assessment and diagnostic skills** to evaluate clients' needs and determine appropriate treatment plans.
- **Excellent communication and interpersonal skills** to build rapport with clients and collaborate effectively with a multidisciplinary treatment team.
- **Cultural sensitivity** and the ability to work with diverse populations.
- **Familiarity with relevant ethical and legal considerations** in addiction counseling.
- **Active engagement in required Detroit Wayne Connect, Improving My Practices and continuing training and education** and staying up-to-date with advancements in addiction treatment and medication-assisted therapies.
- **Membership** or involvement in professional organizations related to addiction counseling, such as the National Association for Alcoholism and Drug Abuse Counselors (NAADAC) or the American Counseling Association (ACA).
- **Experienced user of Methasoft, MH-WIN, WORD, Excel, and Outlook.**

Reviewed By:	C. Fueri, MS.ISM, Facilitator of Quality and Compliance/ITS/RRA	Date:	May 3, 2023
Approved By:	J. Dave, Acting Executive Director	Date:	June 14, 2023
Last Updated By:	C. Fueri	Date/Time:	May 3, 2023