



# Cow Creek Government Office

## Certified Alcohol & Drug Counselor

Job Code: 2458  
Department: Cow Creek Health and Wellness Center  
Location: Roseburg, OR.  
Minimum Salary: \$25.91

**Date Written/Revised:** 7/2020, 06/09/2023

### POSITION PURPOSE:

Provides Outpatient Alcohol & Drug counseling/education to patients served by the Cow Creek Health & Wellness Center.

### ESSENTIAL FUNCTIONS:

- Managing all aspects of a case from date of entry to date of discharge.
- Network effectively with the community, tribal agencies and multi-disciplinary teams.
- Evaluating patients' physical and mental behaviors.
- Facilitating individual and group therapy sessions.
- Develops individualized treatment plans with client participation that includes skill building for independent living and referrals to other community-based services; also provides educational and resource information.
- Advocates for clients in obtaining all types of services to reinforce skills in problem-solving and long-term planning; includes arranging for transportation and other aspects to assist in meeting treatment plan goals
- Monitoring patients over time to access treatment progress.
- Collaborating with psychiatrists, doctors, nurses, social workers, and departments of correction.
- Identifying behaviors that interfere with treatment and recovery.
- Assisting primary caregivers to manage addiction-related behavior.

### QUALIFICATIONS:

- Certified Alcohol & Drug Counselor (CADC I or II) – Accredited and recognized by Addiction Counselor Certification Board of Oregon (ACCBO) required.

- Associate degree in chemical dependency counseling, or a bachelor's degree with coursework in chemical dependency, or the completion of the 6 Core Classes required by Mental Health & Addiction Certified Board of Oregon (MHACBO), within 6 months of employment.
- Must be a Certified Gambling Addictions Counselor I (CGAC I) or can obtain certification within one (1) year.
- Well versed in electronic health record systems would be advantageous.
- Application of the Substance Abuse and Mental Health Services' (SAMHSA) best practice indicators.
- In-depth knowledge of drug and alcohol testing to monitor treatment plans and medical instructions.
- Excellent written and oral communication skills.
- Exceptional interpersonal skills and a compassionate nature.