

SAUK-SUIATTLE INDIAN TRIBE | JOB DESCRIPTION

JOB TITLE: SUBSTANCE USE DISORDER PROFESSIONAL
DEPARTMENT: HEALTH AND SOCIAL SERVICES
REPORTS TO: HEALTH AND SOCIAL SERVICES DIRECTOR
STATUS: EXEMPT/SALARIED

POSITION SUMMARY

As part of a multi-disciplinary team, the Substance Use Disorder Professional provides substance abuse services to individuals. These services include assessing substance use, assistance with substance abuse stabilization efforts, recovery assistance/guidance, self-advocacy, and aiding the team in the development of a comprehensive plan for client care.

ESSENTIAL DUTIES and RESPONSIBILITIES

- Demonstrate competence in conducting substance use disorder assessments in accordance with ASAM, organizational policy and practices.
- Develop & review at least monthly, individualized treatment plans following the ASAM Patient Placement Criteria, amending as appropriate.
- Develop and implement a Culturally Sensitive Substance Use Disorder Individual Service Plan for each assigned client, based on determined needs.
- Perform case management services as needed.
- Implement specific individual and group counseling sessions for the client and their family.
- Utilize community resources to assist the client in plans for education, vocational training, employment, etc.
- Assist clients in scheduling activities for personal, social, and emotional rehabilitation.
- Coordinate and serve as a liaison with courts, probation officers, and/or social service agencies, as needed for the individual client.
- Record patient notes on the day of contact, and ensure files are maintained in accordance with SSIT policies and procedures.
- Ensure timely, complete communication and treatment progress reports to the courts, referents and resource agencies, as appropriate.
- Work effectively with other outpatient team members in planning and developing instructional strategies and programs.
- Provide on-going community education relating to alcohol, drugs and other substances.
- Maintain active individual caseload and document detailed records of treatment and aftercare.
- Complete daily activity forms for billing purposes.
- Coordinate the intake process for the patients.
- Coordinates on-going social, educational, and recreational activities for recovering substance abusers and as alternatives to substance abuse.

- Maintains active patient caseload and documents detailed records of treatment and aftercare.
- Assists Sauk-Suiattle with research and development of other substance abuse prevention/intervention programs.
- Works as a team member within the Sauk-Suiattle Health & Social Services
- All other duties as assigned by direct supervisor.

QUALIFICATIONS

EDUCATION and/or EXPERIENCE

- Associate Degree in Addiction Counseling or equivalent required by Washington State Department of Health.
- Experience working with a Tribal Community preferred.

CERTIFICATONS/LICENCES

- Substance Use Disorder Professional certification pursuant to applicable Washington State Department of Health.
- Valid WA State Driver license.

REQUIRED KNOLEDGE, SKILLS & ABILITIES

- Drug-free and out of treatment for a minimum of two years.
- Ability to pass a criminal background check, pre-employment drug screening, and ongoing random drug screenings.
- Ability to operate computer, computer program, copier, email, fax and phone.
- Ability to effectively communicate orally and in writing.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to walk or sit. The employee is occasionally required to stand. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

CULTURALLY SENSITIVE

This employee must be culturally sensitive to the customs, traditions, practices, and sovereign status of the Sauk-Suiattle Indian Tribe.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

NATIVE AMERICAN AND VETERAN PREFERENCE APPLIES.