

- Submit monthly and quarterly statistical reports to supervisor.
- Other duties as assigned.

Qualifications

- Efficient using a computer and learning new software
- Excellent verbal, non-verbal, and written communication skills
- Experience with dependency and/or medication assisted treatment preferred

Qualifications by State:

KY Specific Requirements

- CADC or licensed social worker, psychiatrist, or other licensed professional, or a bachelor's level degree working under a Clinical Services Supervisor toward CADC with assessed competence and 20 hours of annual training in alcohol and drug services.

NJ Specific Requirements

- Bachelor or Master's Degree specializing in psychology and/or counseling.
- Licensure as a Drug/and or Alcohol Counselor (CADC, LCADC , Social Work (LSW, LCSW),
- Substance abuse counselors in training who are not CADC shall be enrolled in courses leading to certification as a CADC in addition to in-service training and become credentialed within three years of the date of hire by the facility; in addition to a semiannual review of progress while employed at the facility

OH Specific Requirements

- CDCA or higher certification in Ohio

PA Specific Requirements

- Master's Degree or above from an accredited college with a major in chemical dependency, psychology, social work, counseling, nursing (with a clinical specialty in the human services) or other related field; or
- Bachelor's Degree from an accredited college with a major in chemical dependency, psychology, social work, counseling, nursing (with a clinical specialty in the human services) or other related field and 1 year of clinical experience; or
- Associate's Degree from an accredited college with a major in chemical dependency, psychology, social work, counseling, nursing (with a clinical specialty in the human services) or other related field and 2 years of clinical experience;