



Pennington County
Certified Addiction Counselor
(Non-Exempt B22)

Position Objective:

The Emergency Medical Technician Shift Supervisor can expect to frequently stoop, kneel, crouch, stand, climb stairs, walk, and sit. Other physical demands include periodic high levels of exertion in the form of unarmed self-defense and lifting and/or moving more than 50 pounds.

Essential Functions:

- Demonstrating competent skills in delivering the 12-core functions of chemical dependency counseling services to individuals/families afflicted with substance use disorders.
 - screening, intake, orientation, assessment, treatment planning, counseling, case management, crisis intervention, client education, referral, reports and record keeping and consultation.
- Assisting Clinical Supervisor in training Counselor Trainee positions, acting as a mentor.
- Assisting in ensuring the compliance with pertinent federal, state, and local regulations.
- Reinforcing clinical programming and staff adherence to ethical practices.
- Maintaining and modeling a close collaborative working relationship with community resources to ensure quality care is being provided.
- Adhering to Sheriff's Office policies.
- Performing other duties as assigned.
- Demonstrating knowledge in the fidelity of evidence- based practice within all levels of programming
- Attend meetings and complete trainings as required

This job specification should not be construed to imply that these requirements are the exclusive duties of the position. Incumbents may be required to follow any other instructions, and to perform any other related duties, as may be required.

Experience and/or Education Required:

- HS Diploma or GED required. A minimum of 3 credit hours of the education courses listed below for a total of 27 credit hours.
 - Introduction to the Study of Alcohol Use and Abuse
 - Introduction to the Study of Drug Use and Abuse
 - Alcohol and Drug Group Counseling
 - Ethics for the Alcohol and Drug Professional
 - Foundations of Individual Counseling
 - Alcohol and Drug Treatment Continuum
 - Counseling Families with Alcohol or Other Drug Issues
 - Diverse Populations
 - Alcohol and Drug Specific Elective.

- Minimum of required supervised work hours in a drug and alcohol counselor domain. Hours are based on education level listed below. Degree must be in a behavioral science filed from an accredited post-secondary institution.
 - With High School Diploma (or GED) 8,000 hours
 - With Associate's Degree 6,000 hours
 - With Bachelor's Degree: 4,000 hours
 - With Master's Degree or above: 2,000 hours.
- State of South Dakota Certified Addiction Counselor License.
- South Dakota Driver's License within 90 days of moving to SD.

Working Environment:

The work is typically performed in an office.

Physical Requirements:

While performing the duties of this job, the employee is regularly required to sit; use hands; talk and hear. The employee is frequently required to walk, sit and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision.