



Job Description

Clinician, Adult Women's Residential Program

Under the supervision of the Program Manager, the Clinician is responsible for performing clinical assessments, creating treatment plans, and providing individual and group counseling to women with substance use and co-occurring mental health disorders. Additionally, the Clinician is responsible for family counseling and education. With an active caseload of up to 8 residents, the Clinician will provide trauma-focused therapeutic interventions and co-occurring disorder treatment to pregnant and/or parenting women with children up to the age of five. This will be done in an effort to support and strengthen their capacity to engage in healthy practices and create stability. The Clinician will work closely with the Assistant Program Manager, as well as collaborate with the Early Relational Health (ERH) Clinician. The Clinician will promote the use of the Nurtured Heart Approach® in all activities with the goal of promoting a safe and comfortable environment for all individuals within the CGE community and within all business relationships.

PERFORMANCE STANDARDS:

- 1.) Perform all duties and demonstrate behaviors and attitudes consistent with the Mission Statement and Core Values of the organization, and the Nurtured Heart Approach®.
- 2.) Continually participate in building and maintaining positive working relationships through effective communication, performance improvement and teamwork efforts.
- 3.) Be of good character and reputation; sufficient physical, mental, and emotional health to satisfactorily perform her or his job duties.
- 4.) Actively participate in safety programs of the organization by identifying potential risks and promoting client safety as well as environmental safety.
- 5.) Accomplish individual and team goals and objectives established by supervisor based on prior performance evaluation.
- 6.) Comply with HIPAA guidelines regarding client rights and confidentiality.
- 7.) Comply with documentation and training set forth by Human Resources.
- 8.) Actively participate in CGE's clinical research efforts by ensuring accurate and timely reporting for all assessments and evaluations.

CLINICAL DUTIES:

- Participate in intake sessions and collaborate with other residential program staff to ensure accurate and timely completion of all intake documents.
- Maintain records as required by organization policies and regulatory and accrediting agencies.
- Utilize Motivational Interviewing and other techniques to develop a trusting relationship with residents.

- Administer clinical assessments of women in order to lead to diagnostic impression and appropriate level of care and make recommendations for development and management of treatment plan.
- Provide trauma-informed substance use treatment and interventions, individual/group/family counseling, and psychoeducation to address substance use and co-occurring mental health disorders.
- Integrate attachment-based knowledge of parenting into substance abuse interventions to support long-term recovery and maintain an awareness of the impact of parenting challenges on treatment interventions.
- Provide crisis intervention as needed.
- Request and coordinate with medical/psychiatric consultation for further assessment as needed. Provide all necessary treatment updates to nurse/psychiatrist as needed.
- Prepare and deliver oral and written case presentations to the treatment team and appropriate professional agencies as indicated, i.e., DCP&P, Legal: Probation, Parole, Drug Court.
- Maintain records as required by organization policies and regulatory and accrediting agencies.
- Identify, coordinate, and prepare residents for appropriate discharge upon completion of program.
- Participate in weekly residential program meetings for development and revision of integrated treatment plans and coordination of case management activities.
- Participate in program, committee, and clinical staff meetings and clinical training program(s) as indicated.
- Utilize the “Adult Resident Handbook” and “Phases of Treatment” to assist residents with program guidelines.
- Assist with maintenance of referral list.
- Coach Residential Associates to attune to the unique needs of each resident and to collaborate, create, and implement individualized plans to meet these needs

COMPLIANCE REQUIREMENTS:

- Assess the counseling needs of the clients.
- Assess clients using the ASI or using other standardized assessment tools and diagnosing clients for substance disorders using the DSM.
- Determine the appropriate level of care based on ASAM PPC.
- Obtain previous records that are relevant to the current treatment episode.
- Collaborate with the client in order to develop a written treatment plan that is client-centered and recovery oriented and includes goals and measurable objectives.
- The director of substance abuse counseling shall develop, monitor, and provide clients and the treatment team with written schedules that will be used to update each client treatment plan(s) in order to ensure that each client's treatment needs are addressed.
- Provide the substance abuse counseling services specified in the client treatment plan.
- Review clients throughout the treatment episode according to ASAM PPC, to determine the need for continued services or discharge/transfer.
- Review and, where necessary, revise the substance abuse counseling portion of the client treatment plan to address emerging problems.
- Develop the client discharge/transfer plans to ensure movement to the appropriate levels of

care.

- Contact referral sources, providing case consultation, and coordination with referral sources (for example: mental health treatment providers, criminal justice agencies, schools, employers, the Department of Children and Families).
- Participate as a member of a multidisciplinary team for assigned clients.
- Provide active case consultation.
- Document all counseling and education services, assessments, reassessments, referrals, and follow-up in the client's clinical record, providing appropriate signatures and dating of such entries, including those made in electronic records.

GENERAL DUTIES:

- Continually participate in building and maintaining positive working relationships through effective communication, performance improvement and teamwork efforts.
- Participate in CGE staff meetings and training as requested.
- Work as a member of a team to establish and maintain a high level of care and respect for, and communication with residents.
- Work in a consistently professional manner at all times, which includes, but is not limited to, treating all residents, staff, guests, and volunteers with dignity and respect.
- Uphold on-call responsibilities on a rotating basis.
- Remain flexible and available for day and evening hours, including some weekends.
- Assist with transportation, as needed.
- Provide support to ensure seamless transitions among CGE's continuum of care as needed.
- Provide clerical assistance in the main office to assist Residential Associates (RA), as needed.
- Perform other duties as requested.

QUALIFICATIONS:

- Master's degree in counseling, education, social work, or related field experience.
- LAC, LSW or comparable licensure required; LPC or LCSW preferred. Willingness to pursue LCADC /CADC credentials within three years of employment.
- Minimum of one (1) year experience in the addiction field.
- Experience working with high risk, substance-using populations in residential settings.
- Experience with cognitive behavioral therapeutic approaches and motivational interviewing preferred.
- Excellent organizational and interpersonal skills with friendly and professional demeanor.
- Passion for CGE's mission and purpose and an ability to communicate this passion to others.
- Team player approach. Strong organizational, project management and problem-solving skills with impeccable multi-tasking abilities.
- Ability to be flexible to the daily changing needs within the community and to handle obstacles with compassion and resolve.
- Current NJ driver's license needed; will be required to meet safe driving requirements.
- Bilingual (English/Spanish) speaking a plus.