



Substance Abuse Counselor I

Salary Group: B15

Class Code: 5111

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
SUBSTANCE ABUSE COUNSELOR I	5111	B15	\$32,976 - \$52,045
SUBSTANCE ABUSE COUNSELOR II	5112	B16	\$34,918 - \$55,130
SUBSTANCE ABUSE COUNSELOR III	5113	B17	\$36,976 - \$58,399

GENERAL DESCRIPTION

Performs routine (journey-level) substance abuse counseling work. Work involves treating and rehabilitating clients in a substance abuse treatment or rehabilitative program. May provide guidance to others. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Interviews, screens, and assesses clients for potential program participation and services.

Provides substance abuse counseling, education classes, or rehabilitative programs individually and in group sessions.

Implements follow-up and after-care programs for clients.

Monitors twelve-step recovery groups.

Maintains client records and reports pertaining to services provided and clients' progress.

Assists in designing and monitoring chemical dependency treatment programs.

Assists in conducting chemical dependency program orientation sessions, training programs, workshops, and seminars.

May assist in presenting educational programs on substance abuse.

May provide guidance to others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in chemical dependency counseling work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of chemical dependency and alcoholism, addiction, co-dependency, and related disorders; of counseling techniques; and of recovery processes.

Skill in interviewing, in listening, in counseling clients and patients, and in the use of a computer and applicable software.

Ability to screen and evaluate clients, to counsel and instruct clients, to implement rehabilitative and chemical dependency treatment programs, to maintain records, to prepare reports, to communicate effectively, and to provide guidance to others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require certification or licensing as a Chemical Dependency Counselor or Alcoholism Counselor (Texas Association of Addiction Professionals (TAAP)/National Association for Addiction Professionals (NAADAC)).