

## **Circuit Court for Baltimore City Addictions Counselor**

The Circuit Court for Baltimore City is seeking a dynamic individual for the position of Addiction Counselor to conduct substance use assessments on clients in Pretrial Services.

### **ESSENTIAL FUNCTIONS OF THE POSITION:**

To perform assessments of clients suspected of having a substance abuse disorder(s); to refer them when necessary, to the proper treatment facility; monitor the clients' treatment attendance and progress through both written documentation and oral contacts; write summary reports which include recommendations on each client and submit these to the judges to be used for sentencing purposes.

Provides counseling and case management services to clients with substance use disorders with the least complex problems as defined by standard treatment criteria.

Screen clients with substance use disorders to determine the most appropriate initial course of action with regards to substance treatment.

Assess clients with substance use disorders to gather and interpret information necessary for planning treatment and evaluating client progress

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of the established diagnostic criteria for substance use disorders, treatment modalities, and placement criteria within the continuum of care.
- Knowledge of models and theories of addiction and other problem related to substance use.
- Knowledge of the social and cultural context within which addiction and substance abuse exist.
- Knowledge of ethical and behavioral standards of conduct in helping relationship; Knowledge of principles of learning and a variety of educational techniques.
- Knowledge of helping strategies for reducing the negative effects of substance use, abuse, and dependence.
- Knowledge of support systems and community resources available to clients, their families, and their significant others.
- Knowledge of federal, State, local, and agency policies and procedures governing the delivery of treatment services.
- Ability to establish and maintain a working relationship with other professionals and agencies.
- Ability to establish and maintain a therapeutic relationship with clients with substance use disorders and their families and significant others.
- Ability to make constructive therapeutic responses when the client's behavior is inconsistent with stated recovery goals.
- Ability to accurately document client information.

### **EDUCATION AND EXPERIENCE REQUIREMENTS:**

#### **Minimum Education or General Requirements**

This position requires a minimum of a bachelor's degree from an accredited college or university. The equivalencies are an associate of arts degree from an accredited college or university and two years of paid or volunteer counseling experience or an equivalent combination of education and experience.

The counselor will have an alcohol and drug trainee letter or certification as an Alcohol and Drug (A/D) Supervised Counselor or Certified Addictions Counselor (CAC-AD) from the State of Maryland Department of Health Board of Professional Counselors and Therapists

**COMPENSATION:**

This position is a full-time permanent offer with benefits. The starting salary is \$36,396.

**TO APPLY:**

Please submit a cover letter and resume by close of business Friday, September 27, 2019 to:

Ms. Jacqueline Hale  
Circuit Court for Baltimore City  
111 N. Calvert Street, Room 244  
Baltimore, Maryland 21202  
Jacqueline.Hale@mdcourts.gov  
[www.baltimorecity.gov](http://www.baltimorecity.gov)  
TTY 396-4930  
**\*\*No phone calls please\*\***

**A Criminal Background Check and Alcohol & Drug screening will be conducted as a condition of employment.**

***AN EQUAL OPPORTUNITY EMPLOYER***