

Part Time Chemical Dependency Counselor
Williamson County CSCD (Community Supervision and Corrections Department)

The Williamson County Community Supervision and Corrections Department is seeking to fill a part time counseling position in its Outpatient Services program. The available part time counselor position is responsible for facilitating outpatient counseling services for our Spanish speaking offenders required to attend Outpatient Services.

Essential Duties:

- Facilitate Outpatient level services for Spanish speaking offenders, as assigned. The outpatient services group offerings include but are not limited to: Intensive Outpatient, Aftercare, Supportive Outpatient, and Cognitive Education classes. Some Individual counseling sessions may be assigned when appropriate.
- Works under well-defined policies and procedures
- Accurate and timely Documentation including effectively monitor group participants treatment progress
- Prepare Monthly Progress Reports, on each group participants, for record keeping with the Community Supervision Officers
- Consult with Community Supervision Officers related to participant supervision and progress
- Applicants will utilize evidence-based practices (Primarily CBT), when working with all program participants
- Refer participants to available community resources, when necessary
- Maintain case records using Electronic Health Records, but some hand-written documentation may be required as well
- Work well with others in a professional office environment
- Conducts clinical assessments in English and Spanish
- Other duties as assigned

Physical Demands:

- Position involves prolonged writing, typing, sitting, standing, walking, reaching, twisting, turning, kneeling, bending, stooping and some light lifting in the performance of daily activities.

Environmental Factors:

- Daily contact with persons charged and/or sentenced with felony and misdemeanor crimes
- Conducts assessments in both the Outpatient Center and some in the Williamson County jail.
- Williamson County has adopted a Tobacco-Free Workplace policy. This policy prohibits smoking or use of any tobacco product on Williamson County Premises.

Minimum Requirements:

- Applicants must be able to pass a criminal background check

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- Applicants must be familiar and experienced with cognitive behavioral interventions
- Applicants must be fluent in Spanish language
- Applicants must be licensed by the State of Texas as a Behavioral Health Specialist, and meet the requirements, by TDCJ-CJAD Standards, of a Qualified Credentialed Counselor. This includes, but is not limited to: LCDC, LPC, LMSW, LMFT. LCDC-I may be hired on a case-by-case basis

Preferred Requirements:

- Prior experience working with adult offender population and substance abuse population.

Varied Hours:

- Part time hours may include evenings and/or weekends

Organization Relationships:

- Reports directly to the Director of Outpatient Services program.

Fair Labor Standards ACT (FLSA) Status:

- Hourly Part Time

Salary Range: \$35 per hour for Qualified Credentialed Counselor. \$15 per hour for LCDC-I

Williamson County Community Supervision and Corrections Department is an Equal Opportunity Employer and complies with the Americans with Disabilities Act.