



## JOB OPENINGS AS OF MARCH 2019

**Concord Counseling Services is an Equal Opportunity Employer!**  
**We offer comparable salary and benefits. We have high employee satisfaction rates!**

**If you are ready to serve with your *heart*, apply now!** 

### **Engagement Specialist (2) - Fulltime**

**Engagement Specialist** assist individuals with mental health and/or drug/alcohol issues who have experienced homelessness and now live in supportive housing. Job duties/requirements include, but are not limited to:

- Engaging tenants with activities and education both within the housing program and the outside community.
- Supporting the recovery process for each assigned tenant.
- Assisting tenants with identifying and addressing barriers to success and to develop coping skills to live independently and as part of a community.
- Providing limited case management services
- Minimum Bachelor's Degree in Social Work or a related field is required with 1 – 3 years' experience.
- Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) preferred.

Interested candidates should apply by sending resume, cover letter with salary requirements to:  
[hr1@concordcounseling.org](mailto:hr1@concordcounseling.org)

### **Custodian / Maintenance Technician- Fulltime**

**Custodians/Building Maintenance Technicians** must be knowledgeable & experienced in janitorial services and general building maintenance. The responsibilities for this position include, but are not limited to:

- Cleaning/maintaining the lobby, hallways, offices, kitchen, all restrooms and other common areas.
- Vacuuming, dusting, mopping, detail cleaning, cleaning fixtures and cleaning/disinfecting all restrooms.
- Handling, usage and storage of cleaning chemicals in a safe and secure manner.
- Performing routine maintenance around the building, such as basic painting, plumbing and electrical work.
- Managing the relationship with various building vendors, such as HVAC, plumbing or electrical vendors.
- Maintaining proper maintenance and preventative maintenance records and documents.
- Must work well independently and as part of a team.
- Must be able to demonstrate initiative in completing responsibilities.
- Excellent communication skills are required.

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## Case Manager- Fulltime

**Case Managers** provide case management services to individuals with severe mental illness. We are seeking people with 1 - 3 years' of experience, who are ready to serve with their heart! This is a full-time position and job requirements include, but are not limited to:

- Assisting clients to achieve an increased level of independence within the community.
- Resource management, symptom monitoring, advocacy with medical providers, and a wide range of supportive activities.
- Group work; planning and monitoring client outcome goals
- Minimum Bachelor's Degree in Social Work or a related field required.
- Must have a valid driver's license, a reliable vehicle, maintain a good driving record and have the ability to provide safe transportation.

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## Renew Case Manager- LSW or LPC - Fulltime

**Renew Case Managers** provide case management services to hospitalized, recently hospitalized or chronic crisis clients that will enable them to achieve increased levels of independence in performing a wide range of daily living activities. This program is focused on clients 18 – 25 year old. The job responsibilities include but are not limited to:

- Interfacing frequently with state and private hospitals;
- Collaborative agencies; Treatment and discharge planning for hospitalized clients;
- Completing diagnostic assessments;
- Assisting in enabling clients to achieve an increased level of independence in performing a wide range of daily living activities;
- Group work; Planning and monitoring client outcome goals;
- Maintaining compliance with all applicable standards and provide system intervention when obstacles impede service delivery.

Candidates must be a Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC). Excellent communication, interpersonal, and computer skills are essential. We offer competitive pay, benefits and a great working environment.

## Child/Adolescent Therapist-Contingent/Part-time

Concord Counseling Services is seeking a **Mental Health Therapist** on a contingent/part time basis to provide **counseling to children and adolescents**. Previous experience working with kids and families and group work preferred; ability to work at least one evening per week.

Candidates must be a *Licensed Professional Clinical Counselors (LPCC), Licensed Independent Social Worker (LISW), a Masters level Licensed Social Work (LSW) or a Masters level Licensed Professional Counselor (LPC)*. Excellent communication, interpersonal skills and computer literacy are essential. We offer

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an excellent work environment, flexible work schedules and comparable rates based on experience and licensure.

### **Employment Specialist – Vocational Rehabilitation - Fulltime**

**Employment Specialists** work with individuals to maximize the independence and employability of persons coping with personal, social, and vocational difficulties. Duties include, but are not limited to:

- Assessing client needs and designing and implementing vocational programs that may include assessment, vocational counseling, training, and job placement.
- Participating in job development and placement programs, contacting prospective employers, placing clients in jobs, and evaluating the success of placements.
- Conferring with physicians, psychologists, occupational therapists, and other professionals to develop and implement client rehabilitation programs.
- Maintaining close contact with clients during job training and placements to resolve problems and evaluate placement adequacy.
- Arranging for physical, mental, academic, vocational, and other evaluations to obtain information for assessing clients' needs and developing rehabilitation plans.

Candidates should have a **bachelor's degree in a Social Services related field**. Strong coaching, organizational, communication and interpersonal skills required.

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### **School Based Substance Use Prevention Clinician/Program Coordinator – LISW/ LPCC or Masters LSW/LPC– 12 month position**

**Substance Use Prevention Clinician/Program Coordinator** is a dual role will provide school-based substance use prevention services and coordinate and oversee the substance use prevention program. Job responsibilities/qualifications include, but are not limited to:

- Provide substance use prevention education to students, teachers and parents
- Referral/linkage to community resources
- Program development and monitoring to ensure the implementation and success of the program
- Give direction and supervision to prevention staff
- Attend and represent Concord in meetings with school district administrators and other stakeholders
- Compiling data into detailed reports for school districts and other stakeholders
- Assist program manager with other duties as assigned
- **Master's Degree plus LISW-S or LPCC-S**
- **Chemical Dependent licensure: CDCA, LCDC, or LICDC**
- Candidates must have knowledge of and experience with:
  - Working with clients with substance use disorders as well as children, adolescents and their parents in a school-based environment
  - Prevention program development

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- Being a team player and demonstrating leadership skills
- Proficient experience with Microsoft Office including Outlook, Word and Excel
- Experience with Electronic Medical Records is a plus
- Must be a self-starter, have a high degree of flexibility, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills as well as being detail-oriented.

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[hr@concordcounseling.org](mailto:hr@concordcounseling.org).

<b>School Based Substance Use Prevention Clinician – LISW/ LPCC or Masters LSW/LPC– 12 month positions</b>
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Concord Counseling Services is seeking three **Substance Use Prevention Clinician** to provide school-based substance use prevention services which will include working with students individually, in groups, referring to community resources and parent education workshops. Job duties/requirements include, but are not limited to:

- **Master’s degree plus LSW/LISW or LPC/LPCC**
- **Chemical Dependent licensure: CDCA, LCDC, or LICDC**
- Candidates must have experience working with clients with substance use disorders as well as children, adolescents and their parents.
- School-based experience a plus
- Proficient experience with Microsoft Office including Outlook, Word and Excel.
- Experience with Electronic Medical Records is a plus.
- Must be a self-starter, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills.

Interested candidates should apply by sending resume, cover letter with salary requirements to:

[hr@concordcounseling.org](mailto:hr@concordcounseling.org).

Candidates should have a **bachelor’s degree in a Social Services related field**. Strong coaching, organizational, communication and interpersonal skills required. We offer a comparable salary and benefits. ***We have high employee satisfaction rates on our employee survey!*** Interested candidates should apply by uploading their resume.

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