

SUBSTANCE ABUSE CLINICIAN
Andover Police Department

POSITION SUMMARY:

The clinician position is responsible for assisting a member of the community who may be in need of placement in a therapeutic program for addiction and other related mental health issues brought on from the abuse of substances. The clinician will have substantial clinical experience with substance abuse and will be able to provide support through the processes of intervention, rehabilitation, detoxification, recovery and integration back into the community. Such activities may include assisting with the inpatient/outpatient process, making home visits, and working with other medically trained personnel to assist with individual care plans.

The clinician must have strong interpersonal skills and knowledge of the program networks available to those seeking help and support. The clinician will also coordinate an outreach program to connect with community members through referrals who are in need of help.

ESSENTIAL FUNCTIONS:

- Assist the Program Coordinator of Community Awareness, Education and Outreach with the promotion of community awareness and understanding concerning addiction, substance abuse and mental health issues. As appropriate, assist with the delivery of educational and outreach programs centered on addiction, substance abuse and mental health.
- Provide clinical expertise and assistance to the community concerning the process of accessing appropriate medical intervention including the inpatient/outpatient process, as well as interventions, rehabilitation and recovery issues, and the integration of addicts back into the community.
- Provide counseling services to individuals and families impacted by addiction, substance abuse and related mental health issues.
- Provide information, outreach and support to families and individuals so they may access referrals and programs and develop an understanding of the support needed to successfully address addiction issues.
- Working with the recommended treatment release plan, help create meaningful action plans for individuals and provide follow up support as necessary.

- Create and facilitate meetings, programs, functions and open discussion groups.
- Build relationships within the community to help support those seeking help.
- Act as a liaison to individuals and families seeking help so they can get the support they need.
- Perform all other duties as assigned.

MINIMUM QUALIFICATIONS

Skills, Knowledge and Abilities

- Demonstrated professionalism and maturity to handle confidential and sensitive personal information and issues.
- Excellent organizational skills, ability to work in a flexible schedule to meet deadlines and schedules for multiple projects and assignments.
- Proficiency in the utilization of Microsoft Office.
- Excellent judgment and substantial experience dealing with matters of addiction.
- Ability to exercise independent judgment.
- Excellent interpersonal skills and the ability to relate to and communicate effectively with diverse individuals and groups.
- Ability to communicate effectively both verbally and in writing, to establish positive public relations for the Town and School Departments and the larger Andover Community.
- Knowledge of local and state regulations as they pertain to mental health hospitalizations and other related issues.

Education and Experience

The candidate should have a Master's Degree in clinical social work with the appropriate MA license and/or have Certification as an Advanced Alcohol and Drug Counselor (CAADC) ; a minimum of 3-5 years experience in the area of substance abuse counseling/prevention; or any other equivalent of education and experience.

SUPERVISORY RESPONSIBILITY

None

PHYSICAL ELEMENTS

- More than half time spent in normal office setting.
- Use computer keyboard and other standard office equipment requiring eye-hand coordination and finger dexterity.
- Involves travel to meetings and other communities.
- Involves flexible schedule to meet the demand and needs of the community; anticipate weekend and evening activities.

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