



Laurel, Maryland

**Position Title:** PT Counselor

**Department:** Counseling Services

**Supervisor:** Director of Treatment

**Status:** Part Time Monday – Thursday 4pm to 9pm

- Competitive salary
- Excellent work environment

**General Job Description:** Serves in the capacity of counselor for an identified case load, as a member of a multidisciplinary team. Candidate is responsible for the provision of group, individual and family sessions for patient/clients as well as development and review of treatment plans. Also to include all required documentation and the presentation of educational sessions to patients about the various aspects of the disease of chemical dependency and the process of recovery. Is capable of providing staff coverage in any counseling area in the event of shortages, including intake, assessment, didactic presentations, family sessions, individual sessions, group sessions, discharge planning and overall case management.

**Responsibility/Function:**

- Conducts initial assessments as part of the complete multidisciplinary, biopsychosocial assessment process for the purpose of prioritizing patient treatment needs.
- Participates with other members of the treatment team in the development of information to include in the complete diagnostic summary that combines information from all disciplines.
- Participates with other members of the treatment team in the development of initial and ongoing treatment plans based upon weekly review of progress, patient identified needs and ongoing assessment.
- Provides group counseling/therapy sessions as required by current treatment schedules
- Provides individual counseling sessions with assigned caseload on a weekly basis or more frequently as needed.
- Presents educational sessions to the patient/client community including the use of audio/visual equipment, handouts and exercises. Reviews and updates assigned didactic presentation on an annual basis.
- Completes all documentation required consistent with Hope House policy.
- Participates in crisis intervention activities with patients as required by the situation.

- Consults with the psychiatrist for the Hope House programs required to facilitate effective evaluation of the patient needs. Accepts direction and supervision from the psychiatrist as provided.
- Conducts family education.
- Conducts family counseling sessions to explain the role of the family in recovery and makes recommendations for discharge planning with the family as required.
- Assists and participates in any special patient activities and recreational events including appropriate and required documentation of patient responses.
- Accepts on-call counselor responsibilities on a rotating schedule.
- Facilitates referral to outside agencies, continuing care agencies and special counseling agencies based upon patient need to insure continuity of care post-discharge.
- Consults and interacts with probation officers, attorneys, protective service workers, etc. to act as a patient advocate and insure comprehensiveness of care.
- Attends and participates in all in services, staff meetings counselor meetings and clinical meetings as required by Hope House.
- Demonstrates knowledge in and compliance with all emergency and variance reporting requirements.
- Attends counseling related course/workshop to maintain certification/licensing and competency standards.
- Participates in CQI related functions and monitoring as required by Department Supervisor.
- Other duties as assigned.

**Minimum Requirements:** Bachelor's Degree (Master's preferred) from an accredited college or university in counseling, human services or related field with course work specific to counseling chemical dependency clients. Certification as an addiction counselor in the state of Maryland or active pursuit thereof: two years of supervised experience providing chemical dependency counseling services in health or social work setting.

Ability to work under stress, demonstrates flexibility, make appropriate judgments and demonstrate emotional stability.

**Essential Functions:** Require excellent written and oral communication skills, full attention to professional boundaries and ethics of counselors, adaptability to patient/client needs; time management skills; ability to serve as a team member.

**Fax resume to: 301-490-2517 Attention Jim Goines**

**Email to: [jgoines@hopehousemd.org](mailto:jgoines@hopehousemd.org)**