



## **LICENSED ADDICTIONS PROGRAM SERVICES SUPERVISOR**

**DEPARTMENT:** Health and Human Services

**DEFINITION:** Under the general direction of the Behavioral Health Director, or designee, will plan, organize, supervise, and participate in the operational and program activities of the Substance Use Disorders (SUD) Programs as part of the Behavioral Health Division of the Health and Human Services Department.

**ESSENTIAL JOB DUTIES:** Provides first-line supervision for the intervention programs of the Substance Use Disorders (SUD) program. This currently includes the Substance Abuse and Crime Prevention Act (SACPA) program, the Driving Under the Influence programs and other SUD intervention services such as Diversion, Perinatal, Drug/Re-entry Court and youth-focused addictions services. Provides supervision and oversight, which includes planning, assigning, monitoring, tracking, and evaluating the work of the Addictions Counselors. Provides collaborative activities and leadership as part of a multidisciplinary team to maximize resources and responsiveness of addiction services. Provides outreach and treatment services such as assessment, individual, family, and group treatment services as well as the completion of required documentation. Provides training and presentations both to staff, agencies, and community organizations to further knowledge around addiction issues. Functions as part of the Behavioral Health Team in the Health and Human Services Department to plan integrated culturally competent and effective programs; participates to ensure quality assurance and compliance with State and Federal program regulations; provides other duties as assigned.

### **EMPLOYMENT STANDARDS:**

**Education/Experience:** Must possess a valid California license to practice psychotherapy (LCSW, LMFT, LPCC, or Psy.D. or Ph.D.). Must also meet requirements to provide clinical supervision to intern-level employees. Educational and/or work experience in treatment of substance use disorders is desired. If identifying as someone in recovery, must have at least five (5) years of sobriety.

**Knowledge of:** Current best practices in the assessment and treatment of chemical dependency as well as co-occurring disorders in a system of care and in public sector; laws pertaining to confidentiality and care of persons with addictions; basic principles and practices of supervision and management.

**Ability to:** Organize, implement, and direct the SUD intervention program's operations; work cooperatively as part of a multidisciplinary team; supervise, train, and evaluate assigned personnel; plan, organize, and schedule priorities for self and others; communicate clearly and concisely, both orally and in writing; provide effective outreach and intervention, including motivation-enhancing treatment methods to a variety of persons with addictions; model effective, professional conduct within one's scope of practice and be proactive in identifying conflict of interest and potential boundary issues; ensure provision of quality services; participate and benefit from own supervision; produce written documentation (by hand or computer); stand, walk, twist, and lift and carry up to 25 pounds; climb and descend stairs; use a telephone; drive a motor vehicle.

**Special Requirements:** Will be required to submit to yearly tuberculosis test. Must possess or obtain within six months of employment a valid First Aid and CPR certification and maintain during term of employment. Must possess a valid operator's license issued by the State Department of Motor Vehicles. Must successfully complete a pre-employment background investigation.

