



Job Description

Job Title: Prevention Counselor

Status: Exempt

Summary of Duties:

Provides one-on-one intervention with at-risk students in the school setting and make referrals when appropriate. Implement evidence based early intervention programming with at-risk youth. Establish positive relationships and work closely with students, parents, school administration and relevant community professionals. Plans and implements substance abuse prevention education, early interventions, and referrals for a variety of school, community and/or professional organizations. The counselor will also focus on substance abuse prevention issues and will plan and coordinate presentations/trainings and evidence-based programs in schools and communities throughout Erie County.

GENERAL DUTIES:

- Design and implement ATOD education materials that are age and experientially appropriate.
- Work independently to plan schedule with school, community and/or professional audiences.
- Market agency programming and services with assistance from the Director of Programs.
- Establish positive relationships with community and school groups, administration and allied professionals.
- Participate in regular staff meetings, and other agency and community meetings
- Works collaboratively with other agency programs and personnel and provides referrals to The Council programs and/or outside agencies when needed.
- Assists the Director of Programs in the evaluation of the agency's programs.
- Works cooperatively with other substance abuse prevention programs in the community.

SPECIFIC DUTIES:

- Skills and experience with working individuals one-on-one.
- Work independently to provide a quick response to students who present numerous high risk behaviors and few resiliency assets.
- Use independent judgement to match student needs of professional interventions and/or linkages with community-based services in a timely fashion.
- Provide preliminary screenings for students, which lead to early identification and linkage to intervention programming.

- Conducts formal screenings that may lead to family-centered solutions using a brief or a full intervention.
- Provides referrals for school personnel to assist students who are affected by ATOD use/abuse.
- Assists schools in establishing procedures for implementing a district drug policy if requested.
- Utilizes prevention science, strategies and programming such as “Teen Intervene”, Motivational Interviewing techniques, and Stages of Change Theory when assessing the needs of those who are referred.
- Completes required case notes, required paperwork and monthly statistics for individual cases as needed in a timely manner.
- Provides in-service presentations to school personnel and/or general classroom drug prevention as appropriate.

SKILLS AND ABILITIES:

- Ability to work flexible hours including evenings and weekends.
- Thorough knowledge of alcoholism and other substance abuse.
- Have an informed perspective on social equity and demonstrate cultural competence and knowledge of trauma informed interventions and services.
- Strong written, verbal and organizational skills, including the ability to relate to adolescents
- Ability to work cooperatively with other staff members and with staff of other agencies.
- Experience and good knowledge of child/human development.
- Knowledge of service system and resources available in the community.
- Excellent presentation skills: the ability to plan, prepare, facilitate and process group presentations for classroom and other larger student or adult community groups.
- Able to maintain limits of confidentiality.
- Computer literacy with knowledge of Microsoft Word, Access, Power Point and the Internet.

Qualifications

Masters degree in Human Services field (Social Work, Counseling, or Psychology) plus experience in health, mental health or substance abuse prevention education, or related field experience in counseling or group work.

OR

Bachelor's degree in Education or Human Services, plus at least three years' experience in health, mental health or substance abuse services or related field experience in counseling or group work.

§ Knowledge of and/or experience working in a school system preferred but not mandatory

****Excellent Benefits Package (including paid mileage and trainings)**

If you are interested in applying for this position and meet the requirements, please submit a cover letter and resume to jobs@thecouncil.ec.org

No phone calls please.