

## JOB OPENING ANNOUNCEMENT

**Job Title:** Licensed Independent Addiction Counselor

**Report To:** A/SA Program Manager

**Department:** Social Service

**Job Vacancy:** YAN-25-34

**Status:** Part-Time; Exempt

**Starting Wage:** \$36.47 Per Hour

**Opening Date:** March 31, 2025

**Closing Date:** April 4, 2025

### **POSITION DESCRIPTION:**

This position will determine and motivate the client to improve their condition and help them change their behaviors and enter a treatment plan. Throughout treatment, the substance use counselor will use positive reinforcement to encourage patients to abstain from drugs.

### **QUALIFICATIONS:**

- Previous experience and relevant work in a Substance Abuse Program Outpatient setting.
- Master degree in Addiction counseling or relevant field.
- Licensure in the State of Arizona (LIAC, LSW or equivalent)
- Familiarity with electronic health records (EHR), or other forms of database entry and Microsoft Excel.
- Strong understanding of addiction and recovery principals.
- Experience leading therapeutic group activities.
- Strong communication and interpersonal skills.
- Empathy and the ability to maintain professional boundaries including adhering to code of ethics.
- Ability to work flexible hours, including nights and weekends when on -call or facilitating groups.
- Intermediate computer skills for record-keeping and documentation.
- Detail orientated with good writing and organization abilities.
- **Must have a valid Arizona Driver's License and be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.**
- Arizona State Finger Print Clearance

### **DUTIES AND RESPONSIBILITIES:**

- Meet with clients to assess their substance issues
- Write treatment and recovery plans
- Identify recovery interference situations

- Educate client on coping mechanisms
- Conduct group therapy sessions for clients
- Help clients identify support groups to maintain their recovery
- Maintain records of client, assessing their status and implementing new treatment or therapy needs.
- Manage all aspects of clients' addiction, starting from the date when the client enters the facility until the date of their discharge.
- Update the legal system about clients' progress (tribal and state)
- Assist client with discharge plan and aftercare
- Communicate with client and family members in cases where client is underage and under the care of their family members.
- Develop crisis management plans, both for care while client is receiving services and transition back to daily lives. Counselor will assist with identifying coping skills, sponsors and safe spaces.
- Collaborate with other health care professionals such as psychiatrists, doctors, nurses, social workers and law enforcement officials.
- Utilize the following modalities for counseling both individual and group:
  - Cognitive- behavioral therapy
  - Dialectical behavioral therapy
  - 12 – step facilitation plan
  - Family counseling
  - Motivational interviewing

### **Physical Requirements**

The employee must occasionally lift and/or move up to forty (40) pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. The noise level in the environment is typical of an office setting. While performing the duties of this job the employee is required to sit; talk or hear; stand; walk; use hands to finger, handle or operate objects, tools or controls; and reach with hands and arms.

**How to apply: Please submit your resume and application to:**

**Yavapai-Apache Nation / Human Resources**

**2400 W. Datsi / Camp Verde, AZ 86322**

**P: 928-567-1062 / Fax: 928-567-1064**

**[www.yavapai-apache.org](http://www.yavapai-apache.org)**

### **INDIAN PREFERENCE:**

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND  
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE  
FINGERPRINTING**

