

JOB OPENING ANNOUNCEMENT

Job Title: ASA Treatment Counselor (2)

Report To: ASA Manager

Department: ASA Program

Job Vacancy: YAN-26-72

Status: Full-Time; Exempt

Starting Wage: 22.50 Per Hour

Opening Date: 06-15-26

Closing Date: Until Filled

POSITION DESCRIPTION:

The Alcohol Substance Abuse (ASA) Treatment Counselor receives counseling referrals, provides intakes and assessment, works with clients(s) on an individual bases and group settings providing peer support counseling and implementing evidence base curriculum. Services include responding to crisis intervention calls within the communities and/or mentioned location.

QUALIFICATIONS:

- Certificate in Substance Abuse Studies or Associate in Arts Degree or Bachelors of Arts in Science or BSW required.
- Minimum of two (2) years experience providing group and individual counseling required.
- Must have three (3) years continuous sobriety and maintain sobriety as a condition of employment.
- Will need to continue higher education in the field of addiction and/or social work if not already received a degree and or certificate in the mentioned education programs.
- Will be required to complete of Moral Reconation Therapy (MRT) Group Certification training and Peer Support Certification training within (6) months of hire. Training costs will be covered by Yavapai-Apache Nation ASA Program.
- 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.

DUTIES AND RESPONSIBILITIES:

- Provide individual peer support counseling to ensure the client is meeting treatment goals and objectives.
- Coordinate direct communication with licensed counselor to remain informed of client's treatment status.
- Will lead and co-lead groups for adults and youth providing recovery support and prevention services.
- Will provide on-call coverage on weekends and weeknights, as assigned each month as part of rotation with ASA staff.
- Provide mentorship to tribal member certified peer supports; such as on recovery support groups, such as hands on recovery support groups, community events and individual encounters to enhance tribal member certified peer support activity within the Yavapai-Apache Nation Communities.

- Provide weekly progress reports on behalf of the clients to the referring agency e.g., Tribal Courts, Department of Social Service and other appropriate entities.
- Participate with the Yavapai-Apache Nation Wellness Court and other established Tribal Court team meetings.
- Assist with weekly Intensive Outpatient Program (IOP) transportation pick up and drop off schedules.
- Provide services that include contact with schools.
- Transport of clients to and from inpatient treatment centers, detox facilities and other approved treatment and residential locations.
- Required to complete monthly reports that align with federal grant funding.
- Create and maintain client files, attend staff meetings, and provide necessary case management and referrals for clients to receive appropriate services for overall wellbeing.
- Attend required and necessary training and conferences to comply with the program standard of operations.
- Other duties as assigned.

Physical Requirements

The employee must occasionally lift and/or move up to ten (10) 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.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties listed above are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

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

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**