



Alcohol & Drug/Substance Abuse Specialist (CADC) Job Description

Hours per week	40 hours/week (1.0 FTE)
Supervised by	Accessing Success Program Supervisor
Location	Eugene (Out-Stationed)
Starting wage range	\$20.64 - \$25.23, depending on qualifications

Overview

The mission of the Relief Nursery is to prevent the cycle of child abuse and neglect through early intervention that focuses on building successful and resilient children and strengthening parents. Our staff work as a team to provide a unique array of comprehensive family support services from therapeutic classrooms to substance use disorder recovery support, that are easily accessible to parents with children birth to six years of age who are at high risk for abuse or neglect. At the core of the Relief Nursery is the belief in focusing on, and building upon, the strength of each family we serve.

We have an opening for an Alcohol & Drug/Substance Abuse Specialist (CADC) to help support this mission. The A & D/Substance Abuse Specialist will assist Oregon Department of Human Services (ODHS) in carrying out comprehensive child abuse and neglect assessments and services. These services will be performed in conjunction with, and as a member of, the local Addiction and Recovery Team (ART Team) in Service Delivery Area 5, Lane County. Specialist services include providing initial and periodic alcohol and drug screening, and treatment coordination on ODHS-referred clients.

Minimum Qualifications

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you are interested in applying, we encourage you to think broadly about your background and qualifications for the role.

1. High school diploma or equivalent
2. CADC certification or the ability to achieve certification within six months of hire
3. Working Skills and knowledge of ASAM criteria and levels of treatment
4. Significant knowledge of family dynamics regarding SUDS with emphasis on the impact on children, including:
 - a. Experience working with families and children plus knowledge of crisis intervention, communication skills, and parent/family education
 - b. Demonstrated knowledge of child welfare services and systems and ability to work with problems including Substance Use Disorder, Intimate Partner Violence, sexual abuse, physical abuse and neglect
 - c. Must be knowledgeable about these areas and competent in developing specific interventions and services that deal with these core issues
5. Knowledge of alcohol and drug addiction and detoxification; familiarity with associated community resources and recovery programs, and the ability to review and interpret UA's



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6. Knowledge of community resources, including programs for treatment, housing, employment, and matching services to individual client needs; knowledge of referral and networking processes
7. Cultural and linguistic competency as relevant to assigned families, taking into account client ethnicity, country of origin, primary language, and linguistic and literacy limitations and skills
8. Demonstrated ability to work effectively both independently and as a team member
9. Perform tasks quickly and accurately, and to communicate clearly, concisely, effectively orally and in writing
10. Ability to collaborate and consult with Oregon Department of Justice, consortium members and judges regarding clients in an articulate and professional manner
11. Work well with parents and children of diverse backgrounds
12. Ability to function in crisis situations
13. Satisfactorily complete a criminal history background check
14. Current valid driver's license with acceptable driving record and ability to obtain required insurance coverage

Preferred Qualifications

1. Bilingual in English and Spanish
2. At least 1 year paid employment as a treatment counselor or working with substance use individuals.
3. At least 1 year of paid employment working with DHS Child Welfare workers, staffing, collaborating and understanding DHS protocols.
4. Experience presenting Substance Use Disorder material in a professional setting, including familiarity with power point.
5. Associate degree in SUD field, human services, social work, or related field and/or CADCI

Responsibilities

1. Participate in multi-disciplinary treatment planning with each ODHS-referred family; work in collaboration with Addiction and Recovery Team members and other professionals involved with the family
2. Develop an initial service agreement with family that outlines service and treatment goals and expectations; refer families to the most appropriate and accessible alcohol and drug treatment facility and develop sobriety plans with ODHS- referred clients awaiting formal treatment
3. Administer screenings based on ASAM criteria
4. Facilitate pre-treatment groups weekly for clients awaiting treatment
5. Monitor progress of ODHS-referred clients in SUDS treatment programs; act as a liaison between treatment providers and ART (Addiction Recovery Team), receive discharge summaries when ODHS-referred clients terminate treatment and work with ODHS-referred families and ART to enact a plan to prevent recurrence
6. Maintain follow-up contact with ODHS-referred clients and ODHS-assigned caseworkers to assist with relapse intervention as negotiated in the family's service agreement



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7. Participate in periodic staffing and weekly ART meetings, Accessing Success weekly team meetings, and Relief Nursery all-staff meetings
8. Provide alcohol and drug information and consultations to ODHS-referred families and service participants as requested by ODHS; provide consultations to ART members about substance related issues
9. Attend Safety Planning Meetings, Family Decision Meetings, Court Review Hearings, and Treatment Meetings on all DHS-referred ART clients and provide consultation to ODHS staff
10. Provide transportation in personal vehicle for Client Families to initial treatment services when necessary and in accordance with service agreement
11. Complete all outcome data requirements, forms, and reports requested
12. Perform all work in alignment with the philosophy of the local ODHS office and in keeping with the mission and values of ODHS and Relief Nursery
13. Perform other duties as assigned by ODHS and Relief Nursery supervisors

Annual Benefits for Employees

Relief Nursery employees working 30 or more hours per week enjoy the benefit of being a part of an organization that makes the world a safer and better place. A flexible work schedule and the benefits listed below round out the generous benefit package offered.

- Competitive Wage
- Medical Coverage (very low employee cost)
- Dental Coverage (very low employee cost)
- Flexible Spending Account
- Employee Assistance Program (EAP)
- 403(b) retirement plan with employer match
- Mileage reimbursement
- Paid Jury Duty time
- 64 hours of paid sick leave per year – up to 128 hours of accumulated sick leave
- 5 weeks of paid vacation leave per year – up to 200 hours
- 2 paid personal days per year (add 1 additional day per each 5 years worked)
- Paid Holidays: Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and the day after

Interested applicants, please email resume and cover letter to:

Thalassa Montemurro, Accessing Success Program Supervisor at thalam@reliefnursery.org

Pre-employment drug screen (including marijuana), criminal background check, DMV check, and proof of auto insurance required. Position will remain open until filled.



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Relief Nursery is an Equal Opportunity Employer and a Drug-Free Workplace