



# Supervising Health Services Addictions Specialist



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LINN COUNTY DEPARTMENT OF HEALTH SERVICES

Class Code: 714

## AVAILABLE POSITION

### **Supervising Addictions Health Services Specialist – Adult Program Alcohol and Drug Department (Classification 714) Management Full Time (37.5 hours/week) position**

#### **ESSENTIAL FUNCTIONS:**

Position requires an experienced substance abuse professional to provide administrative and clinical supervision to clinicians working in a Substance Abuse Program. This position requires oversee the day-to-day operation of a service area, multiple service areas or other program entities within one of the department's program areas. Provides Operations and Quality Management oversight of the Alcohol and Drug Program under the direct supervision of the Alcohol and Drug Program Manager. Provides high level of quality assurance with the Alcohol and Drug Program. This includes but is not limited to, developing procedures to manage and improve CCO Performance Metrics; develop and support procedures with Compliance; ensures compliance with state/federal regulations and addresses changes in a timely manner; and, support collaboration between billing and clinical and develop essential reports and procedures to implement efficiencies for clinical teams. Perform client evaluations and record them in the client's chart. Knowledge of individual treatment or habilitation plans. Provide leadership and represent the department at interagency habitation staffing meetings. Provide education, technical assistance and consultation to other service providers. Provide information to prospective clients and the public about the services available through this department and by other community agencies. Provide oversight to staff for client services and complete documentation of the services provided in accordance with department policies and Oregon Administrative Rules. Provide leadership, consultation and guidance in the development, implementation and administration of program's behavioral health promotion and prevention services, if applicable. Perform Merit System Evaluations on employees directly supervised. Initiate personnel action including disciplinary procedures for employees directly supervised. Develop and maintain effective, harmonious and reasonable work relationships with others. Travel between all offices may be required.

#### **MINIMUM QUALIFICATIONS:**

Master's degree in psychology, social work, counseling or related field is required. Six years post-Master's degree professional experience in addictions treatment is required. Any satisfactory equivalent combination of experience, education and training, which demonstrates the ability to perform the work described, may be acceptable. Possession of a valid motor vehicle operator's license and an acceptable driving record at the time of appointment may be a condition of employment. **Requires Oregon licensure as a Licensed Professional Counselor, Licensed Marriage & Family Therapist or Licensed Clinical Social Worker.**

**SALARY, BENEFITS, COMPENSATION:**

Linn County employees say their benefits play a large role in what makes the County such a great place to work. **We offer competitive benefit plans.**

- Medical, Dental, and Vision Benefits
  - Family plans are less than \$15 per month
- Vacation and Floating Days
- Paid Holiday Time
  - 10.5 paid holidays
- Sick & Bereavement Time
- Employee Assistance Program (EAP)
  
- County Paid Life and Long Term Disability Benefits
- Longevity Incentive
- Public Service Loan Forgiveness
- Public Employee Retirement System (PERS)
  - Fully Paid by County

We offer a Work/Life Balance with our workweek is 37.5 hours. With our reduced schedule, it allows for a healthier work life balance.

For a full list of our benefits, please visit our Benefits webpage: [Benefit Summary](#)

<b>SALARY RANGE</b>	<b>\$5,836 - \$7,368</b>
<b>CLOSING DATE:</b>	<b>April 28, 2023</b>
<b>HOW TO APPLY:</b>	<a href="http://www.linncountyhealth.org">www.linncountyhealth.org</a>

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

A copy of the Job Classification for this position as well as the Employment application may be obtained from the Linn County Board of Commissioner's Office, Room 201, Linn County Courthouse, PO Box 100, Albany, OR 97321; at the Oregon Employment Division Office in Albany, or online at <http://www.co.linn.or.us>.