

Job Title	Counselor - Drug Free Youth Program
Employer/ Agency	The Council on Recovery
Job Description	<p>The Council on Recovery is a 501(c)(3) not-for-profit organization whose mission is to keep our community healthy, productive and safe by providing services and information to all who may be adversely affected by alcohol, drugs, and related issues.</p> <p>POSITION SUMMARY Provide screenings and education to youth referred through the Harris County Juvenile Justice system. Services provided in the Satellite Offices as scheduled. Duration 8 months with potential for extension. Hours: Approximately 37.5 hours. Monday-Friday, some evenings and Saturdays required. Location: Harris County Juvenile Probation Satellite Offices</p> <p>RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Serves youth involved with the Harris County Juvenile Probation Department • Provide screenings and make appropriate service recommendations • Conduct education series according to approved curriculum • Complete all required documentation in a timely manner according to program procedures • Enter all data according to procedures in the HCJPD electronic record system, both accurately and on time • Communicate and consult with co-workers / team and outside agencies as needed • Participates in team meetings and other program or agency activities • Provides backup for other counselors as necessary. • Act as an ambassador for The Council at all times • Other duties as assigned
Qualifications	<p><u>EDUCATION AND EXPERIENCE QUALIFICATIONS</u></p> <p><i>Credentials/Education</i></p> <ul style="list-style-type: none"> • Current licensure as an LCDC in the state of Texas required • Bachelor's degree in social science or three years relevant experience • Bilingual –fluent English/Spanish strongly preferred <p><i>Experience/Skill</i></p> <ul style="list-style-type: none"> • Experience working with youth involved with the juvenile justice system • Effective communication skills with adolescents, parents, and partner agency staff • Excellent written and verbal communication skills • Ability to work independently to meet service and documentation expectations • Flexibility regarding scheduling and locations • Personal reliable transportation, valid Texas driver's license, proof of insurance and a safe driving record.

Salary/Hours	Approximately 37.5 hours. Monday-Friday, some evenings and Saturdays required.
Employer/Agency	The Council on Recovery
Address	303 Jackson Hill Street
City, State, Zip	Houston, TX 77007
Contact Person	Human Resources
Telephone Number	281-200-9321
Fax Number	281-200-9341
Email Address	hrdept@councilonrecovery.org
Application Method	http://www.councilonrecovery.org/employment/ or email resume to hrdept@councilonrecovery.org
Opening Date	12/15/2017

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