

Job Title	Specialist - Older Adult Services, The Wellderly Program
Employer/ Agency	The Council on Alcohol and Drugs Houston
Job Description	<p>Description of Position:</p> <p>Responsible for providing community outreach, education, training, screening referral, and case management services to older adults, their families and their caregivers. The focus will be on preventing the misuse of alcohol and other drugs, and intervening when substance abuse is identified.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Develop relationships with service sites and potential collaborators within and outside The Council • Provide all program components • Provide screenings/assessments and referral services • Provide substance abuse education and intervention • Provide case management services • Collect and enter data in appropriate systems as trained • Assist with the development of additional program models and materials, ensuring they are current and evidence-based at all times • Perform special assignments and projects • Other duties as assigned
Qualifications	<p>Job Requirements:</p> <ul style="list-style-type: none"> • BS/BA in Behavioral Sciences required • Passion for ensuring the health and well-being of older adults • Knowledge and experience in the field of substance abuse prevention • Passion for public speaking and training • Effective communication skills both verbal and written • Must be able to represent The Council professionally during all community events and/or contacts/meetings • Ability to travel within Region 6 • Experience in using Microsoft Office • Experience in coordinating health fairs and presentations <p>Preferred:</p> <p>Bachelors or Master's Degree in Social Work with licensure Gerontology Track</p> <p>Those with expected graduation dates in May, 2015 welcome to apply</p>
Salary/Hours	Mon. – Fri.; 8:30 AM – 5:00 PM (occasional evenings and/or weekend hours)
Employer/Agency	The Council on Alcohol and Drugs Houston

Address	P.O. Box 2768
City, State, Zip	Houston, TX 77252
Contact Title	Human Resources Coordinator
Fax Number	FAX: 713-400-0653
Email Address	HR@council-houston.org
Application Method	Fax or E-Mail Resume and Cover Letter
Opening Date	Immediately

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