

<b>Job Title</b>	SBIRT Manager
<b>Employer/ Agency</b>	The Sobering Center
<b>Job Description</b>	<p><b>Job Summary:</b> SBIRT refers to Screening, Recovery Brief Intervention, and Referral to Treatment. It is an evidenced-based practice used to identify, reduce &amp; prevent problematic alcohol &amp; drug use. This position will supervise all SBIRT Care Managers.</p> <p><b><u>Administrative Summary Specific to Job:</u></b></p> <ul style="list-style-type: none"> <li>• Supervise all SBIRT Care Managers.</li> <li>• Conduct SBIRT staff performance evaluations annually.</li> <li>• Collect, manage and maintain all required documentation, paperwork and reports in a timely manner.</li> <li>• Manage daily SBIRT operations of sobering services.</li> <li>• Evaluate all SBIRT staff for agreed upon competencies and report to Executive Director.</li> <li>• Identify training needs of SBIRT staff and coordinate with Executive Director to schedule and organize.</li> <li>• Review processes and documentation to ensure that COGS related to SBIRT are being followed as written. Provide feedback to staff where discrepancy.</li> <li>• Maintain communication between administration and SBIRT staff by attending weekly leadership meetings and coordinating interdepartmental functioning.</li> <li>• Maintain communication with area SUD providers.</li> <li>• Represent center reflecting a professional image.</li> <li>• Attend all meetings and trainings as requested.</li> <li>• Adapt to changing work requirements.</li> <li>• Complete quarterly narrative reports on services provided.</li> </ul> <p><b><u>Clinical Summary Specific to Job:</u></b></p> <ul style="list-style-type: none"> <li>• Conducts a screening using tools for alcohol and other drug use.</li> <li>• Provide education and brief intervention to individuals with identified need using motivational interviewing techniques.</li> <li>• Make appropriate treatment and service referrals for individuals with high risk alcohol and/or drug use.</li> <li>• Coordinate with area service providers to assist persons identified with High Risk Substance Use to gain access to</li> </ul>

	<p>substance use treatment services.</p> <ul style="list-style-type: none"> <li>• Follow up and monitor progress of persons placed in treatment or other SUD services through sobering center.</li> <li>• Collect and enter customer information in customer database (Electronic Service Record).</li> <li>• Liaise with local mental health and homeless service team around service coordination.</li> </ul>
<b>Qualifications</b>	<p><b><u>Qualifications:</u></b></p> <ul style="list-style-type: none"> <li>• Master’s degree in Social Work, Counseling or Psychology.</li> <li>• Licensed Social Worker.</li> <li>• Licensed Chemical Dependency Counselor. Must be willing to obtain.</li> <li>• 3+ years of experience in substance abuse and/or mental health services.</li> <li>• SBIRT training and experience preferred.</li> </ul>
<b>Salary/Hours</b>	\$50,000 - \$60,000 a year
<b>Employer/Agency</b>	The Sobering Center
<b>Address</b>	1213 Sabine Street
<b>City, State, Zip</b>	Austin, TX 78701
<b>Telephone Number</b>	512-957-1900
<b>Email Address</b>	<a href="mailto:info@soberingcenter.org">info@soberingcenter.org</a>
<b>Application Method</b>	Please submit resume to <a href="mailto:info@soberingcenter.org">info@soberingcenter.org</a>
<b>Opening Date</b>	Immediate

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