

Job description

Function: Serve as a residential assistant to SBHS's Clinically Managed High-Intensity Residential (CMHIR). Residential Assistants provide recovery support, assistance, and structure to clients in CMHIR services as provided at the psychoactive substance abuse and dependency facility (PSAD).

Responsibilities include but are not limited to:

Maintains agency, state, and federal standards of confidentiality in the handling of sensitive information regarding client clinical data, as well as any personally identifiable information. Completes client orientation, intake and CMHIR admission procedures. Under the supervision of the Residential Director, assists clients in the participation in the PSAD service milieu through adequate performance of required duties. Maintains accurate records as required by DAODAS, Medicaid, and agency policy/procedures, as assigned. Conducts therapeutic house meetings with clients by actively encouraging group participation and facilitating the resolution of program issues peer-based conflict resolution. Actively engage with client in the development and participation in therapeutic recreational activities for PSAD clients as indicated on the monthly activities calendar. Safely operates the agency vehicles to transport clients to community support groups and other appointments. Demonstrates understanding of all applicable program licensing and accreditation standards. Initial screening of after-hours telephone calls and referral of all calls to the agency voice mailbox designated for this purpose.

Minimum Qualifications:High School diploma or GED plus one year of related experience. Good written and oral communication. Must be eligible for S.C. Substance Abuse Specialist Certification within 12 months.

Job Types: Full-time, Part-time

Pay: \$24,000.00 - \$27,000.00 per year

Benefits:

- Dental insurance
- Employee assistance program
- Health insurance
- Life insurance
- Paid time off
- Retirement plan

Schedule:

- Day shift
- Evening shift

- Holidays
- Monday to Friday
- Night shift
- Overnight shift
- Weekends as needed

License/Certification:

- Substance Abuse Specialist Certification (Preferred)
- Driver's License (Required)

Shift availability:

- Day Shift (Preferred)
- Night Shift (Preferred)
- Overnight Shift (Preferred)

Work Location: In person