

## JOHNSON COUNTY GOVERNMENT JOB POSTING

<b>DEPARTMENT</b>	Juvenile Community Corrections
<b>POSITION</b>	Behavioral Health Specialist
<b>DATE WRITTEN</b>	June 2023
<b>WORK SCHEDULE</b>	Varied Schedule
<b>JOB CATEGORY</b>	Special Occupations
<b>STATUS</b>	Full Time Employee / 37.5 Hours per week
<b>FLSA STATUS</b>	Exempt
<b>SALARY</b>	\$66,000.00 annually
<b>DEADLINE</b>	Friday July 19, 2024 by 5:00pm
<b>SUBMIT TO:</b>	Submit Cover Letter, Resume, Transcriptions, Licensure and Certifications to: Lori Meyers, Director, <a href="mailto:lmeyers@co.johnson.in.us">lmeyers@co.johnson.in.us</a> Damon Cox, Assistant Director, <a href="mailto:dacox@co.johnson.in.us">dacox@co.johnson.in.us</a>

*Johnson County Court Services in partnership with Juvenile Community Corrections seeks to hire a Behavioral Health Specialist with the earliest expected start date of: Thursday, July 25, 2024.*

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Johnson County provides reasonable accommodations to qualified employees and applicants with known disabilities who require accommodation to complete the application process or perform essential functions of the job, unless the accommodations would present an undue hardship.

Incumbent serves as a Behavioral Health Specialist for the Johnson County Court Services agencies, responsible for developing, delivering, and evaluating, individual and group mental health and/or addiction services and treatment.

### **DUTIES:**

- Develop, curriculum, training, and reporting tools.
- Conduct assessments and develop personalized treatment plans.
- Conduct assessments and develop personalized substance treatment plans.
- Management of grant funding.
- Follow ethical standards measured within treatment and secure environments.
- Follow and train on diversity and cultural competencies.
- Connect and/or refer participants with community providers.
- Communicate with treatment providers, courts and participants.
- Conduct research.
- Conduct individual and group programming sessions.
- Monitor and document progress throughout the treatment plan.
- Collaborate and coordinate support with other mental health and/or addiction services providers.
- Provide follow-up/after care support.
- Identify and prevent behaviors that may impede recovery.

**JOB REQUIREMENTS**

- Bachelor’s degree in mental health or addictions related fields and/or field related specialty credentials/certifications.
- Excellent Communication skills.
- Proven experience and empathy with clients.
- Confidentiality with client information.
- Must be at least 26 years of age or older.
- **Addiction counseling or recovery coach background**

**MINIMUM CREDENTIALS INCLUDE** *(candidate should have at minimum one or more of the following credentials):*

Indiana Professional Licensing Agency

Behavioral Health and Human Services Licensing Board  
Licensed Clinical Addiction Counselor (LCAC)  
Licensed Addiction Counselor (LAC)

Indiana Association for Addiction Professionals (IAAP)

Addiction Professional in Training (APIT)  
Certified Addiction Counselor Level I (ICACI)  
Certified Addiction Counselor Level II (ICACII)

Indiana Counselors Association on Alcohol and Drug Abuse

Certified Alcohol and Drug Addiction Consultant II (CADAC II)  
Certified Alcohol and Drug Addiction Consultant III (CADAC III)  
Certified Alcohol and Drug Addiction Consultant IV (CADAC IV)  
Certified Alcohol and Drug Addiction Consultant V (CADAC V)

NAADAC, the Association for Addiction Professionals

National Certified Peer Recovery Support Specialist (NCPRSS)  
National Certified Addiction Counselor I (NCAC I)  
National Certified Addiction Counselor II (NCAC II)  
Master Addiction Counselor (MAC)

Indiana Counselors Association on Alcohol and Drug Abuse

Certified Addiction Peer Recovery Coach (CAPRC I)  
Certified Addiction Peer Recovery Coach (CAPRC II)

Peer Network Indiana

Certified Recovery Specialist

**DIFFICULTY OF WORK**

- Provides professional expertise in developing system wide policies and practices.
- Provides training and strategies to others working within Court Services

**PERSONAL WORK RELATIONSHIP**

- Incumbent assist all Court Services Administration to develop and maintain relevant strategies that improve the health and wellbeing of staff and participants.
- Communicates, and promotes the philosophies and practices of Johnson County Court Services.
- Maintains professional level communication with the courts, staff, other County departments, boards and councils, law enforcement, schools and/or any agency doing business with Johnson County Court Services.
- Reports directly to their assigned Judge, Chief, or Director

**PHYSICAL EFFORT/WORK ENVIRONMENT**

Incumbent performs duties in a standard office environment and classroom, involving sitting and walking at will, sitting for long periods, working in confined areas, working with or exposure to violent/irate individuals, responding to situations involving potential physical harm to self and others, hearing sounds/communication, keyboarding, speaking clearly, close/far vision, depth perception, and lifting/carrying objects weighing up to 25 pounds.

Incumbent regularly responds to emergencies on a 24-hour basis or from an off-duty status and occasionally works extended, weekend, or evening hours.

**APPLICANT\EMPLOYEE ACKNOWLEDGEMENT**

The job description for the position of Behavioral Health Specialist describes the duties and responsibilities for employment in this position. I acknowledge that I have received this job description and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements and responsibilities contained herein, and any subsequent revisions.

Is there anything that would keep you from meeting the job duties and requirements as outlined?

\_\_\_ Yes                    \_\_\_ No

\_\_\_\_\_  
Applicant/Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date