



Position Title: Addiction Specialist/ Counselor	Location: Tadiso Inc.
Supervised By: Director of Social Services	Date:

Job Summary:

Seeking an individual with a bachelor's degree in the human services field and one year counseling experience or a Master's Degree in this area

Duties and Responsibilities:

- Provide both individual and group counseling in a Medication-Assisted Outpatient Treatment Facility.
- Responsible for scheduling counseling appointments
- Completing monthly counseling appointments
- Must write up all required documentation, devising appropriate interventions and treatment plans for each patient.

Language Skills:

- Demonstrates ability to establish and maintain effective working relationship with clients, staff, public and other agencies
- Ability to communicate effectively both orally and in writing
- Basic Computer Knowledge
- Good typing skills.

Physical Demands:

- Work environment of moderation in temperature, noise.
- Sitting at desk for long periods of time
- Close vision at computer
- Repetitive motions for computer use.
- Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions of position without compromising patient care.

Supervisor Signature: _____ Date: _____

Employee Signature: _____ Date: _____