

## MARINERS INN

<b>Title:</b>	Recovery Housing Therapist	<b>Effective Date:</b>	10/01/2016
<b>Classification:</b>	Non-exempt	<b>Reviewed Date:</b>	
<b>Reports To:</b>	Clinical Director & Director of Recovery Housing & Aftercare	<b>Revised:</b>	
<b>Status:</b>	Full-time		
<b>Supervises:</b>	None		

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### RESPONSIBILITIES:

- Assist with the intake process and work with new clients to build motivation for change.
- Maintain a caseload as assigned and demonstrate a willingness to assist fellow counselors when the need arises or when requested by management.
- Maintain accurate, updated records and progress notes in client's electronic files.
- Maintain appropriate billing practices and ensure required documentation is submitted into the MN-WIN system.
- Conduct individual sessions with clients on a basis determined by program requirements and clinical presentation.
- Conduct structured group therapy sessions as needed to ensure all clients receive group therapy services on a basis determined by program requirements and clinical presentation.
- Document all individual and group sessions appropriately to ensure billing, audits, and CARF accreditation.
- Submit weekly session logs to the Clinical Director and Billing Specialist.
- Address client holistically including areas of physical and emotional health, sobriety, employment, citizenship and spiritual needs
- Participate in bi-weekly Clinical Team Meetings, regular in-service and external training sessions to meet certification/licensing requirements and continued professional growth as required by management.
- Demonstrate professionalism and loyalty to the staff, clients, and community.
- Follow approved guidelines and procedures of the agency to ensure that client's recipient and confidentiality rights are not violated.
- Provide general supervision and training to assigned internship student(s).
- Assist with planning special events and field trips for clients.
- Other duties as assigned by the Clinical Director or Directory of Recovery Housing and Aftercare Services.
- Ability to lift 15-20 lbs.
- Ability to stare at computer for up to 8 hours at a time.

### QUALIFICATIONS:

- Master's Degree in Social Work, Addictions Studies or related field preferred.
- Appropriate licensure (LLPC, LPC, LLMSW, LMSW, TLLP, LLP) to provide therapeutic services.
- Minimum of one year's sobriety (if recovering).
- Possess CAADC credentialing or ability to gain MCBAP Development Plan within the first 30 days of employment.
- Experience with both addiction treatment and mental health treatment.
- Ability to meet the physical, mental and visual standards of the job.
- Ability and willingness to work in a manner which will not needlessly endanger the safety of one's self, other persons and equipment.
- Ability to establish and maintain harmonious working relationships with fellow workers, clients and the general public.

***Cover Letter and Resume should be emailed to [humanresources@marinersinn.org](mailto:humanresources@marinersinn.org) by August 31, 2017. No hard copies via mail and/or faxed. Email attached materials only! Please Type position applying for in the subject line.***

**Salary Range: \$35k (non MSW) \$40k (MSW)**