

# SC DEPARTMENT OF CORRECTIONS

## -JOB POSTING NOTICE (EOE)-

OPENING DATE: 07/11/18

CLOSING DATE: 07/18/18 (4:30 PM)

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SCDC INTERNAL TITLE: CLIN COUNS

SCDC POSITION #: 021608

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: SUBSTANCE ABUSE SERVICES DIVISION, COLUMBIA (RICHLAND)

STATE JOB TITLE: HUMAN SERVICES SPEC II

STATE JOB CLASS: GA40

PAY BAND/LEVEL: 04 E

BAND: 04

SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 031575 - \$ 040753 SCEIS POSITION #: 61044880

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### MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND RELEVANT PROGRAM EXPERIENCE. A BACHELOR'S DEGREE MAY BE SUBSTITUTED FOR THE REQUIRED PROGRAM EXPERIENCE.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A BACHELOR'S DEGREE AND ONE (1) YEAR RELEVANT PROGRAM EXPERIENCE.

### DESCRIPTION OF DUTIES:

PROVIDES INDIVIDUAL/GROUP COUNSELING, CONDUCTS PROGRAM-SPECIFIC LECTURES, PROVIDES CASE MANAGEMENT SERVICES ON BEHALF OF THE CLIENT, CONDUCTS DRUG TESTING AS REQUIRED, PROVIDES DISCHARGE/AFTERCARE PLANNING REFERRAL SERVICES. COMPLETES CLINICAL ASSESSMENTS TO DETERMINE COURSE OF ACTION AND TO PLAN TREATMENT AND EVALUATE THE ONGOING PROGRESS OF PROGRAM PARTICIPANTS. DEVELOPS/IMPLEMENTS TREATMENT PLANS IN COLLABORATION WITH CLIENT, OUTLINING DESIRED TREATMENT OUTCOMES AND INTERVENTION STRATEGIES. MAINTAINS CLINICAL DOCUMENTATION OF ALL SERVICES PROVIDED AND CLIENT CONTACTS MADE FROM INTAKE TO DISCHARGE. ENSURES CLIENT CONFIDENTIALITY/RIGHTS ARE MAINTAINED. PARTICIPATES ON MULTI-DISCIPLINARY TREATMENT TEAM FOR THE PURPOSES OF PROGRAM EVALUATION DEVELOPMENT AND CASE MANAGEMENT CONSULTATION. PARTICIPATES IN STAFF MEETINGS AND ATTENDS TRAINING SESSIONS AS REQUIRED. COMPLETES ASSIGNED MONTHLY REPORTS AND SUBMITS THE REPORTS AS REQUESTED FOR SUPERVISORY REVIEW.

### COMMENTS:

THIS IS A GRANT POSITION FOR TURBEVILLE ATU