State of Connecticut
JOB POSTING

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Connecticut Mental Health Center
CERTIFIED ADDICTION COUNSELOR (BI-LINGUAL – SPANISH) – CM 100080

PLEASE NOTE: The location, fax number and e-mail information to send responses to postings has changed. Responses to postings must be sent to the facility where the vacancy exists; therefore, it is important to follow the specific application instructions at the bottom of this posting.

Location: One Long Wharf Drive, New Haven, CT 06519

Program/Unit: S.A.T.U. – Substance Abuse Treatment Unit

Shift/Schedule/Hours: 1st Shift / Monday – Friday / 8:30 AM to 5:00 PM (40 hours per pay period)

Salary: $56,758.00 Annually

Posting Date: February 8, 2011 **Closing Date: February 14, 2011**

Duties may include but not limited to: Provides counseling services to alcohol and drug dependent clients; assesses clients to determine appropriate treatment dispositions; assesses strengths, weaknesses and treatment needs; orients clients to treatment program; participates in treatment planning and individual and/or group counseling; responsible for case management activities; provides crisis intervention services in response to emotional and/or physical distress; makes referrals to other programs or providers for medical and/or psychological intervention; maintains confidential reports and medical records of client data according to CMHC and other regulatory agency documentation standards; represents program at community events and seminars; educates clients on substance abuse issues and availability of resources; consults with service providers to assure comprehensive integrated care; may collect urine for drug screening; performs related duties as required.

General Experience and Training: Certification from the Connecticut Department of Public Health as an Alcohol and Drug Counselor and three (3) years of experience involving risk reduction education and counseling to assist alcohol and drug dependent individuals.

Substitutions Allowed: 1.) Licensure from the Connecticut Department of Public Health as an Alcohol and Drug Counselor may be substituted for the General Experience. **2.)** For state employees three (3) years as a Certified Addiction Counselor Trainee may be substituted for the General Experience.

Special Experience and Training: Must possess and retain a current motor vehicle operator's license. Travel Required. **Must be Bi-Lingual – Spanish**. Incumbents in this class must retain the certification and/or licensure outlined above. Individuals recovering from addiction to alcohol or drugs are required to have two (2) years of substance free time to be considered for a position in a substance abuse program.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions:
Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form **(upper right-hand corner)** and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:
Connecticut Mental Health Center – Human Resources Department
34 Park Street, New Haven, CT 06519
Robert Paolitto, Human Resource Specialist, (203) 974-7634
Fax : (203) 974-7637
Email : Robert.Paolitto@po.state.ct.us

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. (NP-6)