



# CONAYT FRIENDSHIP SOCIETY

## EMPLOYMENT OPPORTUNITY

Alcohol and Drug Counsellor

Conayt Friendship Society is looking for a qualified and motivated individual for the position of Alcohol and Drug Counsellor. The Alcohol and Drug Counsellor is responsible for providing confidential addictions counselling, education and support to Aboriginal individuals, families, and the community in accordance with the program plan. Uses a case management approach to manage a varied, complex, demanding, and occasionally crisis-oriented caseload. Assesses, provides direct intervention or referrals to service providers/programs related to addictive patterns of behavior; concurrent disorders; the impact of intergenerational addictions.

### **General Responsibilities:**

- Interpret and conform to federal, provincial, and local laws, as well as Society Constitution & Bylaws.
- Comply with the Code of Ethics for Alcohol and Drug Service Providers, Ministry of Health
- Advise the Executive Director relative to the needs and opportunities for the program
- Develop and administer the program budget with assistance of Finance Manager and Executive Director
- Meeting with clients to evaluate their health and substance use/abuse issues
- Identifying issues and create goals and treatment plans
- Facilitating individual and group therapy sessions
- Providing updates and progress reports to courts on the progress of treatment
- Provide counseling services for individuals with substance abuse issues, including addiction treatment, drug testing and other related programs as needed.
- Complete and maintain accurate records or reports regarding the clients' histories and progress, services provided, or other required information
- Plan or implement follow-up or aftercare programs for clients to be discharged from treatment programs
- Participate in educational workshops to identify new techniques of resolving substance abuse
- Develop mental health awareness program to assist clients and/or other staff

### **Qualifications:**

- Minimum 2-4-year post-secondary degree in related field or equivalent education and training
- Minimum 2-4 years recent job-related experience including 2 years managing similar program
- Certificate of Internationally certified Alcohol and Drug Counsellor (I.C.A.D.C) from Addictions Intervention Association, the Canadian Certifying Body of Addictions Counsellors
- Agencies and services concerned with drug and alcohol addictions services
- Relevant legislation and government policies
- Therapeutic addiction counselling theories and practices
- Crisis intervention, anger diffusion, conflict intervention and resolution, use of chemical dependency diagnostic tools.
- Basic accounting, financial statements, and budget management
- Computer application skills including case management
- Maintain trust and confidentiality with clients
- Deal effectively with emergency situations

The successful candidate must pass a Criminal Record Check. As per section 16 of the Federal Charter of Human Rights Act, preference will be given to applicants of Aboriginal Ancestry.

### **Position open until filled**

*We thank all individuals for their interest, however, only candidates selected for interviews will be contacted.*

*Please Submit a cover letter and resume to:*

*Program Director*

*Conayt Friendship Society*

*PO BOX 1989, Merritt BC, V1K 1B7*

*Email: [programdirector@conayt.com](mailto:programdirector@conayt.com)*