

## **PART TIME-NON BENEFITTED POSITION**

**Utah County Department of Drug and Alcohol Prevention and Treatment has the following positions available:**

### **Counselor Aide at Foothill Treatment Center**

**Hours: Flexible**

**Salary: \$9.50 per hour**

Under close supervision implements specific treatment plans and monitors the needs of clients with alcohol and substance abuse issues.

#### **DUTIES MAY INCLUDE:**

Monitors client conduct and maintains records of client activity during shift to ensure consistency with existing policies and procedures and to inform co-workers of significant client behavior.

Assists in admitting and releasing clients into or from the treatment setting.

Gathers pertinent information regarding previous admissions and psychological and physical conditions.

Transports clients to program activities, such as AA Meetings, service projects, etc.

Works with clients regarding abusive behavior and advises clients regarding their responsibilities under law for various behaviors.

Provides clients with information on available programs for treatment and rehabilitation and assists clients in applying for programs.

Coordinates with other agencies on possible treatment programs.

Assists in referring clients to supportive services as necessary.

Provides pertinent information in a structured classroom setting.

Assists in the distribution of medication, meals, clothing, and hygiene items for the clients.

#### **REQUIRES:**

- High school diploma or equivalent GED.
- Education and experience deemed sufficient by the department.
- Preference may be given to applicants with Peer Support Certification.
- Applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment.
- Selected applicants are subject to, and must pass, a full background check.

### **CONTACT INFORMATION**

**If you are interested in being considered for this position:**

**Contact Karen Carter at (801) 851-7650**

**or**

**submit a \*Utah County Job Application to [karenc@utahcounty.gov](mailto:karenc@utahcounty.gov)**

\*Applications found at: <http://www.utahcounty.gov/jobs>