

**TENTH JUDICIAL CIRCUIT
POLK, HIGHLANDS AND HARDEE COUNTIES
JOB ANNOUNCEMENT**

OFFICIAL JOB TITLE: Drug Court Juvenile Counselor/Therapist
\$16.78 per hour, \$34,902.40/annually

WORK SCHEDULE: Monday through Friday

CLOSING DATE: Open until Filled

JOB LOCATION: Polk County Courthouse

MAJOR FUNCTION:

Provides direct and indirect services to clients experiencing chemical abuse and dependency as well as related problems. Reports directly to the Clinical Coordinator for the Drug Court Manager.

ILLUSTRATIVE DUTIES:

- Completes screening, intake evaluations, and assessments on all prospective offenders for Drug Court Treatment.
- Formulates treatment plans, evaluates progress through the phases of the Drug Court Program.
- Provides individual and group counseling as well as case management services to clients enrolled in the Drug Court Program.
- Provides outpatient counseling.
- Provides appropriate liaison and referral to various social and governmental agencies.
- Maintains clinical records and documentation on all clients, **AS PER 65 D-30, F.A.C.**
- Monitors Drug Court client fees and ensures prompt payment.
- Performs urinalysis testing as needed.

KNOWLEDGE, ABILITY AND SKILLS:

Knowledge of basic counseling techniques and how they apply to the addictions field. Thorough understanding of drug abuse issues and recent research regarding effective counseling interventions. Ability to work with adult or juvenile populations. Knowledge and experience in the following areas: assessment, case management, intake, prevention, pharmacology, human behavior and applicable laws, rules and regulations. Ability to evaluate psychological, social and physiological signs and symptoms of alcohol and drug use or abuse. Ability to reason logically and analytically. Ability to work effectively with others as well as work independently, without close supervision. Basic computer skills.

MINIMUM QUALIFICATIONS:

Bachelor degree in related field preferred. "Certification as an Addictions Professional" is preferred. Experience in the counseling and case management field preferred. If not certified, employment will be contingent on meeting certification requirements within a reasonable time frame.

We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability.

Interested applicants must complete a State of Florida Job application form and submit it no later than the closing date indicated above to:

**Stephanie Sullivan
Human Resources Manager
Post Office Box 9000, Drawer J102
Bartow, FL 33831-9000
Telephone: (863) 534-4035
Fax: (863) 534-4699
TDD: (863) 534-7777**

If you need an accommodation in order to participate in the application/selection process, please notify the hiring authority in advance.