

JOB DESCRIPTION

Job Title:	Assessment & Placement Specialist II (SACPA)
Organization:	Asian American Recovery Services, Inc. (AARS, Inc.)
Program/Dept:	Treatment Access Program
Location:	San Francisco
Reports to:	Unit Program Coordinator
Classification:	Regular, Full-time, Non-Exempt
Salary Range:	\$35,863 - \$43,492 p.a.

Description: California voters approved Proposition 36 the Substance Abuse and Crime Prevention Act of 2000 (SACPA) on November 7, 2000. The law became effective statewide on July 1, 2001. This law provides non-violent drug offenders with chemical dependency treatment instead of incarceration. The Treatment Access Program works closely with the criminal justice system as well as community treatment providers to match individuals with the level of treatment that is best suited to their needs. The TAP/SACPA team is responsible for the assessment, placement, and monitoring of Proposition 36 probationers while they are completing their mandated treatment requirements.

The Assessment & Placement Specialist II works as part to the Proposition 36 Treatment Team to deliver services to clients of the program and conducts screenings and assessments using the Addiction Severity Index (ASI) and ASAM Patient Placement Criteria. Incumbent also facilitates placement of clients into supportive housing services, maintains client engagement through facilitating drop-in groups and one-on-one counseling, develops treatment plans, maintains effective working relationships with a variety of community service and treatment agencies, and assists with arranging translation, transportation and other practical support services. Other comparable duties may be assigned as well.

Primary Duties and Responsibilities (Other duties as assigned):

- Conduct substance abuse assessments using the Addiction Severity Index and ASAM Patient Placement Criteria on defendants sentenced to Proposition 36 mandated chemical dependency treatment. Assessments will occur in a variety of settings i.e. the TAP Centralized Intake Unit, San Francisco County Jails 1, 2, 3, 7, 8, 9 and San Francisco Adult Probation offices. The incumbent would be required to complete 5 or more assessments daily
- Formulate and implement service plans for Proposition 36 participants
- Provide case management services for Proposition 36 participants for up to 18 months
- Monitor and document treatment progress; develop and maintain confidential client charts/information
- Maintain regular contact with community-based treatment providers via telephone or weekly meetings in order to coordinate treatment services for Proposition 36 participants
- Conduct case conferencing on newly referred cases and ongoing engaged clients with the criminal justice stakeholders (San Francisco Adult Probation, San Francisco Parole, The Office of the Public Defender, The District Attorney's Office and Superior Court)
- Assist in the coordination with other criminal justice agencies (San Francisco Adult Probation, San Francisco Parole, The Office of the Public Defender, The District Attorney's Office and Superior Court) in the delivery of time sensitive information pertaining to defendants participating in the Proposition 36 Program
- Transport clients to and from screening and intake appointments
- Perform urinalysis screenings
- Co-facilitate client education and check-in groups up to three times weekly
- Attend meetings, trainings, conferences, etc. as required

Required Qualifications:

- Two to four years experience dealing with issues of: homelessness, mental health, and/or the criminal justice system
- The academic requirement can be supplemented by at least two years of experience in substance abuse intake and assessment or, counseling/case management services and/or an equivalent combination of training and experience

- The incumbent shall work well under pressure; meet multiple and sometimes competing deadlines. The incumbent shall at all times demonstrate cooperative behavior with colleagues and supervisors
- Knowledge of San Francisco's public health system of care
- Knowledge of Supportive Housing Services, in particular case management support
- Cultural competence and familiarity regarding race, ethnicity, gender, sexual orientation, economic status, homelessness and chronic substance abusing culture
- Familiarity with some basic anatomy & physiology concepts pertinent to the field of addiction treatment
- Familiarity with the APA DSM-IVR
- Must possess a valid California driver's license and clear record for positions requiring driving
- Basic English proficiency; written and oral

Desirable Qualifications:

- Bachelor's Degree in social science field
- Possession of a current Licensed Clinical Social Worker (LCSW) license issued by the California Board of Behavioral Science Examiners (BBSE) or registration as an Associate Clinical Social Worker with the BBSE; OR Possession of a current Marriage and Family Therapist (MFT) license issued by the BBSE or registration as Marriage and Family Therapist Intern with the BBSE
- Alternatively, board certification in any one of the recognized chemical dependency treatment counselor certifying entities such as, CAADAC or, CAADAE
- Verification/Waiver: Verification of qualifying experience, education, and/or training is required at the time of filing. Candidates unable to do so may submit a letter requesting a waiver of this requirement indicating the reason(s) verification cannot be obtained. Failure to submit verification or request for waiver will result in application rejection. Experience in the use of Addiction Severity Index (ASI) and ASAM placement criteria
- Experience and training in working with individuals with co-occurring disorders
- Familiarity with working in a criminal justice setting
- Basic office skills including computer proficiency in word processing, email, and spreadsheets.
- Bilingual preferably Spanish speaking

Application Procedure: This position will remain open until filled. Send resume and letter of interest to:

Michael Ford, Program Coordinator, (TAP-SACPA)
 CBHS-Placement Division,
 Treatment Access Program
 679 Bryant Street
 San Francisco, CA. 94103
 Fax 415.538.5555
 Email: michael.ford@sfdph.org

Due to large volume of resumes received, we are unable to acknowledge receipt of all applications. Candidates who meet specific qualifications will be contacted during the course of this search. AARS, Inc. is an equal opportunity employer. We encourage applicants from diverse backgrounds, including women, those from different racial and religious backgrounds and diverse sexual orientations. Reasonable accommodation will be made for persons with disabilities.