



The Life Foundation and CHOW Project Position Description

Certified Substance Abuse Counselor

The Community Health Outreach Work (CHOW) Project is dedicated to serving individuals, families and communities adversely affected by drug use, especially people who inject drugs, through a participant-centered harm reduction approach. CHOW works to reduce drug-related harms such as but not limited to HIV, hepatitis B/C and overdose. The Life Foundation is a comprehensive AIDS organization, offering HIV prevention activities and services for HIV positive people in Hawaii and the Pacific region. The Life Foundation is the oldest and largest AIDS program in the state.

SUMMARY OF POSITION: Permanent, full-time (1 FTE) position with The CHOW Project located in Honolulu, Hawai'i. Salary is commensurate with experience. Certified Substance Abuse Counselor (CSAC) is responsible for conducting outreach and health education with CHOW participants.

SCOPE OF POSITION: Reports to: Licensed Clinical Social Worker

MAJOR DUTIES & RESPONSIBILITIES

The CSAC will provide a comprehensive system of services directly and through referral. The CSAC is expected to perform the highest quality and appropriate, participant-centered prevention interventions and services. The CSAC is expected to maintain a spirit of teamwork, and courtesy in all contacts and encounters. As needed, the CSAC will assist with other departmental efforts as assigned to meet the needs of the organization.

Substance Use Education and Referrals

- Meet with participants to evaluate their health and substance issues, and discuss information about general health of drug users, their partners, and families
- Identify issues and create goals and treatment plans
- Decrease substance use related-harm through motivational enhancement (including providing linkage to treatment)
- Help participants with coping mechanisms
- Share information about community resources available, and successfully provide referrals (medical care, social services, career services)
- Share basic information concerning legal issues and challenges related to drug use
- Refer participants to support groups
- Provide updates and progress reports to courts
- Set up aftercare plans

Administrative

- Fill out appropriate documentation daily
- Fill out monthly field notes
- Participate in the development of alternative prevention strategies, after approval of direct supervisor and/or Executive Management.

SKILLS REQUIRED AND/OR DESIRED

MINIMUM QUALIFICATIONS

1. **Education:** Substance Abuse Counselor Certification required; Bachelor's degree desirable
2. **Experience:** Experience in street outreach and harm reduction preferred
3. **Abilities, Knowledge, and Skills:** Strong interpersonal, written, oral communication skills. Knowledge of HIV viral hepatitis prevention, certified HIV/HCV counselor preferred. Basic computer skills required, including Word. Knowledge of addiction and injection drug use a plus. Must have driver's license and clean driver's abstract. Non-judgmental and the ability to respect the knowledge, actions and feelings of others required.
4. **Physical and/or Medical Demands:** Need to be able to lift 30 pounds and pull 40 lb cart on daily basis.

To apply, please send resume and cover letter to:

The CHOW Project

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Honolulu, HI 96813

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