

## COALITION FOR HISPANIC FAMILY SERVICES

### *Job Posting*

**Program:** Family Treatment and Rehabilitation Services (FTR)  
**Job Title:** CASAC Case Worker  
**Reports To:** Program Supervisor  
**Date Available:** Currently Available  
**Date Posting:** May 2, 2018  
**Deadline to Apply:** May 9, 2018

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**To apply:** Submit a resume and cover letter with qualifications to Franc Villalobos, Program Director, at [fvillalobos@hispanicfamilyservicesny.org](mailto:fvillalobos@hispanicfamilyservicesny.org) by 5pm on May 9, 2018.

**JOB SUMMARY:** Under the supervision of the Family Treatment and Rehabilitation (FTR) program supervisor and/or FTR Coordinator, the CASAC Case Worker will providing substance use/abuse assessments, make treatment recommendations and offer direct therapeutic support to clients in an effort to help stabilize children and families, and thus reduce safety and risk concerns, and prevent children from entering/re-entering Foster Care.

#### **RESPONISIBILITES:**

- Provide initial substance abuse evaluations and ongoing assessment for use of AODs
- Make recommendations for type of treatment services needed based on assessment
- Provide readiness counseling for treatment and supportive counseling during relapse
- Make referrals to treatment services and monitor child/family attendance of services
- Obtain treatment reports on clients on a regular basis to discuss and consult with FTR supervisor and Case Planner
- Develop and maintain collaborative relationships with community substance abuse providers to assure a pool of resources for client-families
- Maintain a maximum case load of up to 6 clients
- Make home visits as may be required
- Identify risks and gaps in treatment services

- Attend meetings and conferences at other agencies on behalf of clients as may be required
- Participate in program case conferences to provide assessment of clinical status and treatment options for clients.
- Attend community events, forums, coalitions to increase program visibility and knowledge of community resources to benefit children and families.
- Maintain documentation on all services provided on behalf of client-families
- Attend supervision and be prepared to discuss family-case progress and/or concerns
- Attend in services and/or ACS trainings as may be required
- Attend community events, forums, coalitions to increase program visibility and knowledge of community resources to benefit children and families.
- Flexible hours, including Saturdays, as may be required
- Other duties as assigned by Program Director

**MINIMUM QUALIFICATIONS:**

- Credentialed Alcohol Abuse Counselor (CASAC) and,
- BA/BS/BSW, with a minimum of 3 years working with multi-stressed children and families
- Have experience in working in a child welfare, mental health and/or substance abuse treatment setting
- Have experience in working with an ethnically-diverse population of client families
- Experienced in running groups, or be willing to be trained
- Bilingual in Spanish is strongly preferred as many parents speak Spanish only
- Strong verbal and written communication skills
- Ability to travel within the CHFS service area and making home visits to client families, clinical providers, and/or other agencies as maybe required
- Ability to work closely in a team-approach and contribute to program development

**NOTE:** This job description and specifications are not intended and should not be construed as an exclusive list of all responsibilities, skills or working conditions associated with the job. They are intended to be an accurate reflection of the principal requirements of the position. Any questions or concerns should be directed to the immediate supervisor.