

Job Title	Program Manager
Employer/ Agency	The Council on Alcohol and Drugs Houston
Job Description	Target population to include individuals with co-occurring mental health disorders that are referred through the MHMRA system. The Program Manager will oversee a program utilizing (29) fully credentialed counselors whose responsibilities include assessments, individual counseling, psychoeducational and process groups. He/she will be responsible for maintaining total compliance with contract and regulatory standards of the program and for the implementation of effective, quality program services. May be required to maintain a caseload or provide backup coverage for scheduled services as needed. This position will work closely with the Director of Public Behavioral Health Initiatives in regards to this project.
Qualifications	Education: LCDC with minimum 5 year post-licensure experience; completion of 45 hours of documented continuing education in the treatment of clients with psychiatric disorders strongly preferred. Will consider LPC, LMSW, or LMFT with documented experience in substance use disorders. Minimum of 2 years previous management and supervisory experience. Previous experience in program development and implementation. Experience and Skills: The ability to manage and direct the work of Council clinicians in the provision of educational and counseling services to clients referred through the MHMRA system. Ability to work cooperatively with a team and maintain a positive work environment for staff. Experience with substance abuse evaluation, counseling, and group facilitation. Experience with clients having co-occurring disorders. Clear understanding of DSM diagnostic criteria for substance use disorders. Bilingual (English/Spanish) preferred. Good organizational skills. Highly flexible and able to adapt to changing job requirements. Excellent communication skills. Experience in working independently. Personal/reliable transportation.
Salary/Hours	M-F, 8:30am - 5:00pm; will vary with some evenings and weekends required.
Employer/Agency	The Council on Alcohol and Drugs Houston
Address	Jackson Hill; MHMRA Clinic locations; may provide services at other locations/in-home as needed.
Fax Number	281-200-9341
Email Address	HRDept@council-houston.org
Application Method	Fax: 281-200-9341 or HRDept@council-houston.org
Opening Date	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.