



EMPLOYMENT OPPORTUNITY

Koreatown Youth & Community Center, Inc. (KYCC) is a non-profit organization that has been serving the Korean American and multi-ethnic Koreatown community since 1975. KYCC's programs and services are specifically directed towards recently immigrated, economically disadvantaged youth and their families. KYCC offers a wide array of programs including counseling, academic services, community outreach, business services, affordable housing, and neighborhood beautification.

We have been serving our diverse community for more than 45 years, and if you're passionate about creating change within our community, we'd like to meet you.

Recovery Services Counselor (CM) (Full-time, Non-exempt)

Unit: Recovery Services Unit Manager

Positions Available: 1

Salary Range:

Registered Counselor: \$21.60- \$27.00/ hr, DOE

Certified Counselor: \$24.00- \$30.00/ hr, DOE

Reports To: Recovery Services

Posting Date: 9/15/2023

Summary: Under the direction of the Recovery Services Manager and the Director of Children & Family Services, the Recovery Services Counselor (CM) provides incentives services to Drug Medi-Cal beneficiaries identified with stimulant use disorder and works collaboratively with outpatient treatment staff to identify, assess, and enroll eligible participants in Contingency Management Services to create reduction and/or cessation of drug use and retention in treatment. Performance is reviewed on a continuous basis with specific goals and objectives identified throughout the year, including revenue generation goals. This is a full-time, non-exempt position working 40 hours per week, **Tuesday through Saturday. Typical schedule is 9:00 AM – 6:00 PM but evening hours required for Tuesdays and Thursdays (12- 9:00 PM).**

Duties/ Responsibilities:

- **Provide contingency management and SUD counseling services by:**
 - Conducting outreach and screening potential CM participants.
 - Completing all necessary enrollment procedures and documentation for CM program.
 - Conducting CM visits with participants twice weekly.
 - Providing orientation and guidance to CM participants, and coordinating with treatment staff to ensure collaboration on CM services.
 - Collecting urine drug test samples and entering results into the Incentive Manager portal.
 - Delivering and tracking incentives.
 - Conducting individual and group counseling.
 - Developing individualized treatment plan.
 - Providing care coordination services including assisting clients enroll in Medi-Cal if needed.
 - Accurately and timely documenting case records, statistical and other administrative data in accordance with all agency requirements.
 - Providing linguistically and culturally appropriate services to clients of diverse backgrounds.
 - Participating in ongoing individual and/or group supervision based on level of skill and profession development.
 - Providing a minimum of 65% direct clinical service hours using the most appropriate intervention modalities.
 - Providing language support if needed.
- **Attend relevant meetings and trainings:**
 - Attend relevant contract meetings.
 - Attend individual and group supervision meetings.
 - Attend monthly and quarterly staff/agency meetings; and
 - Attend professional development trainings, conferences, workshops and seminars in order to maintain and improve professional competence as assigned by the supervisor.
- **Other duties as assigned by your Supervisor.**



Minimum Requirements / Qualifications (All applicants MUST meet the minimum qualifications):

- Current registration or certification for substance abuse counseling (e.g. CCAPP, CADTP).
- Minimum two (2) years of supervised experience working in substance abuse and/or related field.
- Demonstrable working knowledge of the use and operation of personal computers.
- Ability to organize and prepare documentation in an accurate and timely manner using the EHR systems.
- Strong commitment to working with a diverse, multicultural organization and community.
- Strong interpersonal, organizational, and written and oral communication skills.
- Ability to work collaboratively with others and a willingness to participate fully in the team process.
- Self-directing and the ability to work independently as required.
- Proof of passing a TB test and Live Scan fingerprinting clearance.
- Proof of full COVID-19 Vaccination.
- A valid Class C California Driver's License, access to personal automobile, and proof of auto insurance.
- Proof of eligibility to work in the United States.
- Physical requirements: Able to sit for long periods of time, able to see to inspect the field and written documents; ability to communicate with KYCC staff, affiliates, clients and public; and dexterity of hands and fingers to operate office equipment.

Desired Qualifications:

- Experience in providing Drug Medi-Cal Organized Delivery System contract services including ASAM Assessment, Motivational Interviewing, and Cognitive-Behavioral Therapy.
- Certification in CPR and First Aid training.
- Bilingual Capacity in (English/Korean) and/or (English/Spanish).

To apply, please submit a **cover letter and resume**.

[SUBMIT AN APPLICATION](#)