

POSITION DESCRIPTION

Region: Saint Albans/Swanton

Position: Interventionist

Time: 20 Hours a week Subcontractor for Reentry Resources Counseling working in the Northwest Correctional Facility

SUMMARY

The Counselor is responsible for managing a caseload of clients and facilitating curriculum intended to help reduce risk of reoffending with the sex offender population

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Facilitate group curriculum designated by the Vermont Department of Corrections
- Maintain adherence to the fidelity of the designated model of delivery.
- Using DOC electronic health record system, document developments and important events in accordance with clinical policies for reporting and record keeping.
- Attend staff meetings, program team meetings, and required training to ensure continuum and quality of care.
- Serve as a role model through positive, appropriate conduct and participation in special agency events.
- Perform other duties as assigned.

QUALIFICATIONS

- Must be able to pass a criminal background check
- Must have a Bachelor Degree from an accredited institution or equivalent combination of knowledge and experience.
- Ability to facilitate group process or teach groups of people
- Ability to apply organizational management skills and maintain self and client discipline.
- Ability to prepare and maintain required documentation.
- Ability to comply with internal, local, state, and federal regulations and policies.
- Ability to work and communicate with others.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties and responsibilities of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

REGULARLY REQUIRED: to sit, use hands, use tools or controls, and talk or hear.

OCCASIONALLY REQUIRED: to stand, walk, stoop, kneel or crouch and lift and/or move up to 10 pounds

COMPETENCIES

- Practice positive role modeling.
- Promote self-help, mutual help and the importance of a positive recovery environment.
- Remove barriers between the "helpers" and "helpees".
- Promote choice and empowerment.
- Understand social learning versus didactic learning.
- Understand Motivational Interviewing.
- Utilize gender sensitive practices.
- Facilitate curriculum group process.
- Maintain accurate, timely records

To perform this position successfully, you must be able to perform each essential duty and responsibility satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

Please send questions, resume and cover letter to Heather Gagnon at reentryresources1@gmail.com.

