

# APLAHealth



APLA Health's mission is to achieve health care equity and promote well-being for the LGBT and other underserved communities and people living with and affected by HIV. We are a nonprofit, federally qualified health center serving more than 14,000 people annually. We provide 20 different services from 15 locations throughout Los Angeles County, including: medical, dental, and behavioral health care; PrEP counseling and management; health education and HIV prevention; and STD screening and treatment. For people living with HIV, we offer housing support; benefits counseling; home health care; and the Vance North Necessities of Life Program food pantries; among several other critically needed services. Additionally, we are leaders in advocating for policy and legislation that positively impacts the LGBT and HIV communities, provide capacity-building assistance to health departments across the country, and conduct community-based research on issues affecting the communities we serve. For more information, please visit us at [aplahealth.org](http://aplahealth.org).

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***We offer great benefits, competitive pay, and great working environment!***

*We offer:*

- *Medical Insurance*
- *Dental Insurance (no cost for employee)*
- *Vision Insurance (no cost for employee)*
- *Long Term Disability*
- *Group Term Life and AD&D Insurance*
- *Employee Assistance Program*
- *Flexible Spending Accounts*
- *10 Paid Holidays*
- *5 Personal Days*
- *10 Vacation Days*
- *12 Sick Days*
- *Metro reimbursement or free parking*
- *Employer Matched 403b Retirement Plan*

***This is a great opportunity to make a difference!***

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## **POSITION SUMMARY:**

Under the direction of the Program Manager of Substance Abuse Programs, the Certified Alcohol and Drug Counselor (CADC) is responsible for the facilitation of a behavioral group specific to gay men or MSM who use crystal methamphetamine. The CADC ensures that services provided are consistent with APLA Health & Wellness harm reduction philosophy and larger health education goals.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Assist in the coordination and delivery of group sessions that focus on substance use, harm reduction, treatment education, and behavior modification.
- Assess whether an individual qualifies and is a good candidate for the group level intervention.
- Makes referrals to the APLA Health & Wellness behavioral health team, Medication Assisted Therapy (MAT) program, or other treatment centers.
- Act as a liaison between the APLA Health substance use programs and supplementary services to ensure seamless and timely enrollment.
- Assure client confidentiality as defined by APLA Health policy and procedures.
- Remain abreast of changes and updates within the substance use field that would be of benefit to the substance use programs and its respective clients.
- Ensure that client files remain in alignment with contractual standards.
- Provide appropriate crisis intervention and emotional support to clients.
  
- Respond aptly to emergencies and notify appropriate staff and supervisor(s) in a timely manner. Maintain open and accurate verbal and written communications with substance abuse program manager.
- Provide program updates to department staff that share program findings
- Assist the substance abuse program manager with the development and implementation of in person or virtual community forums and workshops.
- Ensure culturally and linguistically appropriate services.
- Serve as speaker/facilitator for trainings as needed.
- Prepare quantitative and qualitative reports as assigned.

OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.

## **REQUIREMENTS:**

Training and Experience:

- High School Diploma or GED required
- Associate Degree or higher preferred.
- Bilingual English/Spanish preferred
- Certified as a Substance Use Disorder (SUD) counselor with a California certificate agency such as CAADE, CCAPP, or CADTP
- Minimum two (2) years experience working with persons who use crystal methamphetamine.
- Minimum two (2) years SUD counseling experience.
- Training and/or experience working in HIV prevention and health education/health promotion.
- Versed in counseling protocols and techniques associated with the facilitation of substance use interventions.
- Motivational interviewing
- Data management

Knowledge of:

- Twelve-step programs and principles.
- Health disparities spectrum of HIV and STD disease
- Harm reduction and behavior modification theories
- Health and social concerns of gay and non-gay identified MSM

Ability to:

- Respect client boundaries and maintain professionalism in dress, speech and actions.
- Coordinate multiple tasks.
- Enforce program policies and procedures in a fair and firm manner.
- React calmly and effectively in client crisis situations.
- Communicate effectively with a diverse population.
  
- Conduct group presentations, operate standard office equipment including Microsoft Office (Word, Excel, PowerPoint); and meet assigned deadlines.

**WORKING CONDITIONS/PHYSICAL REQUIREMENTS:**

This is primarily an office position that requires only occasional bending, reaching, stooping, lifting and moving of office materials weighing 25 pounds or less. The position requires daily use of a personal computer and requires entering, viewing, and revising text and graphics on the computer terminal and on paper.

**SPECIAL REQUIREMENTS:**

Must possess a valid California driver license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes. COVID-19 Vaccination or Medical/ Religious Exemption required.

Equal Opportunity Employer: minority/female/disability/veteran.

**To Apply:**

Visit our website at [www.aplahealth.org](http://www.aplahealth.org) to apply or click the link below:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=61856&clientkey=A5559163F67395E0A2585D2135F98806>