

# Residential Clinician

**Location: Washtenaw County, MI**

Growth Works, Inc. is a non-profit organization, providing services to individuals and families throughout Western Wayne County since 1971. Growth Works is currently seeking to add a Residential Clinician to our team. The Residential Clinician will function under the supervision of the Washtenaw Program Supervisor to provide direct clinical care in the form of group and individual client treatment. The Residential Clinician will work with probation officers, attorneys, area residential providers and judges in the monitoring of a client's progression through the court process, meanwhile providing them with resources and opportunities to make essential changes to facilitate recovery.

## **Key Responsibilities:**

- Insures that clients are receiving the necessary clinical care to progress in completion of their treatment goals.
- Provides direct clinical care in group, family and individual settings;
- Responsible for treatment planning and ongoing assessment of client strengths, disorders, needs and requirements;
- Provides clinical care in a manner as specified in the written plan for services and in adherence to the policies and procedures manual for clinical care.
- Works in a coordinated manner with the personnel designated to Washtenaw County Juvenile Drug Court Hearings and/or Livingston County Juvenile Drug Court/Probation Hearings and related staff meetings.
- Assures program compliance with all federal and state rules.

## **Key Requirements:**

- Masters Degree in Social Work, Counseling, Addictions Studies or other related field.
- 1-2 years' applicable experience
- Successful completion of the State of Michigan MAFE Exam and Certified Addictions Counselor certification (can apply for Development Plan upon hire);
- State of Michigan certification (Social Worker, Licensed Professional Counselor or Limited License Psychologist)
- Knowledge and experience with the disease concept of chemical dependency and recovery required; working knowledge of adolescent addiction preferred;

## **Work Details:**

This position is a full-time salaried position working Monday through Friday. Some evening hours are required. Qualified candidates should apply on the following website:

<https://careers.hireology.com/quadwestassociates/117567/description>.

Questions regarding this posting may be directed to Roxana Panah ([rpanah@growth-works.org](mailto:rpanah@growth-works.org)).

*Growth Works is an Equal Opportunity Employer and does not discriminate on the basis of age, color, disability, ethnicity, marital or family status, national origin, race, religion, sex, sexual orientation, military or veteran status, or any other characteristic protected by law.*



Advocate/case manager for foster care youth.

Please send resumes to: Grenae Dudley - GDudley@theyouthconnection.org

# Community Intervention and Treatment (CITx) Clinician

**Location: Canton, MI**

Growth Works, Inc. is a long-standing organization, providing services to individuals and families throughout Western Wayne County since 1971. Growth Works is currently seeking to add a Community Intervention and Treatment (CITx) Clinician to our team. The CITx Clinician will function under the supervision of the Clinical Team Leader to provide direct clinical care in the form of group and individual client treatment. The CITx Clinician will be responsible for assuring that treatment groups are properly conducted, utilizing Growth Works' treatment and recovery approaches.

## **Key Responsibilities:**

- Documentation of the clinical record and treatment planning
- Ensure that clients are receiving the necessary clinical care to progress in completion of their treatment goals, mastering the transfer criteria and graduation competencies, with emphasis on affecting sobriety while in program, diminishing the probability of relapse and sustaining post-program recovery
- Provide direct clinical care in group, family and individual settings including facilitation of the adult treatment and relapse recovery, evaluation, treatment or parent treatment groups
- Function as a key component of the treatment team, under the supervision of the Clinical Team Leader
- Attend regular staff meetings and all other meetings designated by the Clinical Team Leader

## **Key Requirements:**

- Masters level-related field (Social Work, Counseling, Addictions Studies or other applicable area). Bachelor's Degree is acceptable with appropriate experience.
- 1 to 2 years of relevant experience preferred
- Certified Alcohol and Drug Counselor, Certified Advanced Alcohol & Drug Counselor or registered development plan with MCBAP.
- State of Michigan licensure.
- Knowledge and experience with the disease concept of chemical dependency and recovery required.
- Knowledge of trauma, brain development and co-occurring disorders preferred.

## **Work Details:**

This position is a full-time salaried position working Monday through Friday. Some evening hours are required. Qualified candidates should submit their resume and cover letter. Questions regarding this posting may be directed to Diane Sacha ([dsacha@growth-works.org](mailto:dsacha@growth-works.org)).

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# Care Management Organization (CMO) Case Manager

**Location: Plymouth, MI**

Growth Works, Inc. is a long-standing organization, providing services to individuals and families throughout Western Wayne County since 1971. It is a part of the Western Wayne Care Management Organization, which provides case management services for adjudicated youth from eighteen communities within western Wayne County and functions to plan and supervise the youth's delinquency rehabilitation. Growth Works is currently seeking to add a Case Manager to our team. The Case Manager will function under the supervision of the CMO Program Director to provide assistance to youth in becoming accountable for their actions, remaining crime free and obtaining basic skills needed to fulfill their future ambitions. CMO Case Managers are a critical resource for both youth and their families and are involved in several activities aimed at continuing rehabilitation of the youth, including counseling, drug treatment, tutoring, and job readiness.

## **Key Responsibilities:**

- Develop, implement, and oversee individualized, family focused plans for each client;
- Assure that individualized plan elements are incorporated into the Network provider treatment plans for youth;
- Respond to all crisis and risk incidents within the required time frames and employ an approved crisis plan;
- Provide 24 hour, 7 day per week accessibility to clients, their families, and Network providers;
- Integrate plan goals with facility treatment goals and monitor progress for youth who are out-of-home
- Liaison with Network Providers and youth while out-of-home or community services to monitor adequacy of case, client progress and family involvement in treatment

## **Key Requirements:**

- Bachelor's Degree in social work, education, criminal justice, psychology, or related human service field.
- Minimum of two years' experience in working with work at-risk populations (Internships & Community Service experiences may be substituted in lieu of paid employment.)
- Valid driver's license, satisfactory driving record, reliable transportation and automobile insurance which meets the minimum requirements as defined by the agency

## **Work Details:**

This position is a full-time salaried position working Monday through Friday. Some evening hours are required. Qualified candidates should submit their resume and cover letter. Questions regarding this posting may be directed to Diane Sacha ([dsacha@growth-works.org](mailto:dsacha@growth-works.org)).

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# Care Management Organization (CMO) Re-Entry Monitor

**Location: Plymouth, MI**

Growth Works, Inc. is a long-standing organization, providing services to individuals and families throughout Western Wayne County since 1971. It is a part of the Western Wayne Care Management Organization, which provides case management services for adjudicated youth from eighteen communities within western Wayne County and functions to plan and supervise the youth's delinquency rehabilitation. Growth Works is currently seeking to add a Re-Entry Monitor to our team. The Re-Entry Monitor will function under the supervision of the CMO Program Director to provide consistent monitoring to all community-based youth while at home, school, or work. The Re-Entry Monitor will conduct drug screens and provide additional guidance for youth and their families, while also providing support to Growth Works' Case Managers with electronic monitoring and helping youth to become acclimated and successful within their community.

## **Key Responsibilities:**

- Meet with clients on a pre-determined basis to collect observed urine samples in a community-based environment.
- Conduct consistent tether monitoring for clients in a pre-dispositional setting.
- Monitor and provide positive interactions with youth at school, work, or in-home.
- Maintain and input written client case notes into the Wayne County Juvenile Agency Information System (JAIS).
- Attend scheduled pre-disposition cases and provide a written court report, identifying client's compliance with tether restrictions.
- Collaborate with case management team to present drug screen results and observations in rendering client care decisions, based on client, family, and community safety.

## **Key Requirements:**

- Bachelor's Degree in child welfare, social work, criminal justice or related field. (Experience and law enforcement training certification may be substituted for Bachelor's Degree.)
- 1 year experience in delinquency service, law enforcement or corrections
- Valid driver's license, satisfactory driving record, reliable transportation and automobile insurance which meets the minimum requirements as defined by the agency

## **Work Details:**

This position is a full-time salaried position working Monday through Friday. Some evening hours are required. Qualified candidates should submit their resume and cover



letter. Questions regarding this posting may be directed to Diane Sacha ([dsacha@growth-works.org](mailto:dsacha@growth-works.org)).

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My name is Jeffrey Oldham and I am CEO of Comprehensive Youth Services Inc. One of our d.b.a.'s Clinton Counseling Center Jail Program has contacted you in the past about potential job opportunities for recent graduates. We presently have several contractual positions open in our substance use disorder and mental health outpatient facility in Mount Clemens. We are in need of graduates with a master's degree who have a licensure or limited license in the counseling field including social work. Clinton Counseling Center is contracted with Macomb County Mental Health, Macomb County Offices of Substance Abuse and we also take various third party insurances.

If you know of anyone looking for employment or are able to help us get the word out, I would be greatly appreciate it.

Any interested person can contact me at:

[joldham@comprehensiveservice.org](mailto:joldham@comprehensiveservice.org)

# FT Admin - Dean of Student Success (Regular)

## Posting Details

### Position Summary Information

<b>Job Title</b>	FT Admin - Dean of Student Success (Regular)
<b>Position Number</b>	FA9629
<b>Requisition Number</b>	201100777
<b>Job Description</b>	<p>Reporting directly to the Provost/Senior Vice President of Academic and Student Affairs, the Dean of Student Success oversees the integration of key, discipline-driven student support and faculty professional development services and areas. The Dean also oversees the Center for Student Success and leads, coordinates, and/or assists with the development, implementation, and evaluation (for continuous improvement) of all initiatives, processes, and operations of the Center.</p> <p>Essential Duties:</p> <ul style="list-style-type: none"><li>- Provides executive-level oversight and leadership for all areas of the Student Success Division and for the Center for Student Success (computer labs; Library Services; the Writing Center; tutoring and supplemental instruction; the Center for Teaching Excellence; E-Learning; and Academic Success Coaching).</li><li>- Provides leadership through the College's Executive Leadership Team, the Provost's Cabinet, and other college-wide bodies, teams, and councils.</li><li>- Develops and manages divisional budget, assuring that all resources are used to support the goals of the Division, the Center for Student Success, and the College.</li><li>- Oversees integration of services in the Center for Student Success and in the Division on all campuses and virtually.</li><li>- Works collaboratively and cross-functionally with individuals and teams from across the College to advance student success efforts. Provides leadership in coordinating divisional services with discipline-driven instructional programs and areas.</li><li>- Works closely with the Center for Data Science to assess student success data pertaining to areas within the division. Using these data, oversees continuous improvement in student success outcomes.</li></ul>

- When appropriate, develops and maintains partnerships with various community organizations to address student success-related issues and concerns.
- Assesses needs, defines priorities, and establishes divisional goals consistent with the College's strategic planning process. Establishes methods to implement initiatives and measure outcomes.
- Creates a climate for participatory decision-making, creative problem solving, and continuous improvement efforts to achieve quality instruction and services.
- Other duties as assigned.

**Core Competencies:**

**Knowledge:**

- Comprehensive knowledge and experience in the areas of instruction, student academic support, and student services.
- Understanding of and commitment to the community college philosophy and awareness of contemporary issues, trends, and legislation in higher education in general and in community colleges in particular.
- Knowledge of the implementation of advanced technology and innovative approaches to the delivery of instruction and services.
- Knowledge of the complexities of and experience with administering public higher education funding and budgeting, including grants.

**Communication/Influence:**

- Ability to use various technologies to communicate with students, staff, and the community.
- Ability to create an environment supportive of collaboration and team work.
- Outstanding oral and written communication skills.
- Ability to communicate with diverse populations.
- Ability to inspire, persuade, and direct teams to accomplish goals.
- Ability to build partnerships, both internally and externally.
- Ability to interpret and communicate policies, practices, guidelines, and expectations.

**Problem Solving:**

- Ability to interpret federal and state policies and develop instruction and student services consistent with those policies.
- Ability to analyze and interpret data and trends.
- Ability to think strategically and creatively to anticipate future needs.
- Ability to evaluate alternative approaches to delivering services and instruction and utilizing resources.

- Ability to mediate, resolve conflict, and achieve consensus.
- Ability to analyze and use data to create and improve student retention-focused programs.

Leadership:

- Ability to develop and articulate a shared vision.
- Ability to create and maintain a collaborative team environment.
- Ability to match staff skills with changing service needs.
- Ability to coach, mentor, motivate, and develop employees.
- Ability to lead a large, complex, multifaceted division.

Other:

- Strong organizational skills.
- Ability to manage constant change.
- Knowledge of management in a unionized environment.
- Demonstrated ability to think critically, creatively, and independently.
- Demonstrated commitment to faculty professional development.
- Demonstrated commitment to student success.
- Demonstrated ability to work well with and build relationships with faculty, administrators, staff, and students.
- A deep respect for higher education and a demonstrated commitment to the ideals and mission of community colleges.
- Demonstrated commitment to diversity.
- A high level of curiosity, and a demonstrated ability to be creative and to engage in innovative thinking while not violating standards, rules, or ethical modes of conduct.

**Minimum Qualifications**

- Master's Degree from a regionally accredited institution is required.
- Demonstrated success as an administrative leader in one or more higher education student success areas or relevant experience in a non-educational setting is required.
- Demonstrated knowledge of best practices in integrated student support services is required.
- Demonstrated knowledge of current best practices pertaining to student learning is required.
- Demonstrated experience at successfully managing a staff is required.
- Demonstrated ability to lead cross-functional teams is required.
- Demonstrated commitment to diversity awareness and empowerment is required.

<b>Preferred Qualifications</b>	<ul style="list-style-type: none"> <li>• A Ph.D. from a regionally accredited institution is strongly preferred.</li> <li>• Successful college-level teaching experience is preferred.</li> </ul>
<b>Additional Information</b>	<p>Posting close dates are subject to change.  For a full job description for this position, please visit <a href="#">click here</a></p>
<b>Special Instructions to Applicants</b>	<p><b><i>Cover Letter should include how you plan to advance the school in the Student Success Division.</i></b></p> <p><b>IMPORTANT: If an educational degree is required for this position</b>, unofficial copies of transcripts from each institution of higher learning where either a degree has been conferred or coursework completed are required documents that must be submitted as part of the online application process.</p> <p><i>Applicants with foreign education credentials (i.e. earned degree and related to this position) must contact a member of the National Association of Credential Evaluation Services (NACES) credential evaluation services (www.naces.org) and request an academic transcript evaluation. Three of NACES member credential evaluation services are: Educational Credential Evaluators, Inc. (email: eval@ece.org) ; World Education Services, Inc.(email: info@wes.org) ; International Education Research Foundation, Inc. (email: infor@ierf.org). The credential evaluation must be submitted with the application materials. Coursework information, if applicable, <b>must</b> be added as an attachment under Optional Documents – Additional Transcript and/or Coursework.</i></p> <p><b>REMEMBER: If an educational degree is required for this position</b>, applications lacking these required documents <b>will not</b> be considered.</p> <p>If after you have applied for the position, you have further questions; please contact Angie Butterwick at 517-483-1887 or butterwa@lcc.edu.</p>
<b>About Lansing Community College</b>	<p>Lansing Community College (LCC) is a comprehensive community college founded in 1957. Our college has evolved over the last 50 years to meet changing educational and workforce needs.</p> <p>LCC is one of the most comprehensive colleges focused upon offering learning opportunities in four areas: career and workforce development, general education, developmental education, and personal enrichment.</p> <p>LCC is recognized as a local, state, national, and international leader in forging educational partnerships with</p>

business, industry, and government to better meet the needs of an ever changing, worldwide market place.

LCC is strategically positioned to provide not only what students determined that they will need, but also what our society will need in the future.

LCC is Where Success Begins.

Please review our Guiding Principles at [click here](#)

In addition, as required by the Clery Act, the College's Annual Safety Report can be found at [click here](#)

<b>Division</b>	Provost
<b>Department</b>	Provost - Divisional Office
<b>Salary Range (FT)</b>	Salary Commensurate with Experience
<b>Hourly Rate</b>	
<b>Job Open Date</b>	05/01/2017
<b>Job Close Date</b>	
<b>Job Type</b>	Full Time
<b>Position Level</b>	Full Time Administrative 10
<b>Bargaining Unit</b>	Non-Bargaining

# AmeriCorps Urban Safety Initiative is Hiring Domestic Violence Advocates

The AmeriCorps Detroit Urban Safety Domestic Violence Advocacy Project has a team of advocates stationed in police precincts throughout Detroit to reach survivors of domestic violence. Our advocate team is made up of AmeriCorps National Service volunteers who are passionate about helping survivors eliminate barriers and live lives free of violence.

## Advocate Role:

- Share information about rights, options, and the dynamics of domestic violence relationships
- Develop personalized safety plans
- File petitions for PPOs, and
- Increase access to criminal justice and social service resources

## Program Benefits:

- Living Allowance
- Health Coverage
- Staff development and training
- Education award upon completion of service
- Childcare assistance (if eligible)

## ABOUT THE POSITION

By completing a yearlong placement with the AmeriCorps Urban Safety Project advocates will have the knowledge and skills needed to become successful social service employees in Detroit by undertaking the following:

- Learn and understand the local, state, and federal laws regarding domestic violence and intimate partner violence.
- Learn the impact of the court, police, community, family systems, culture, and diversity upon clients.
- Understand barriers of access for IPV survivors within the police, court, social service, community, and family systems.
- Utilize methods such as crisis response, harm reduction, empowerment model, and strengths perspective.
- Provide appropriate referrals to survivors to fulfill their needs while taking into account their unique social context and location.
- Create and implement effective intervention strategies for survivors such as personal protection orders, safety planning, court accompaniment, referrals, etc.
- Collaborate with DPD, judges, prosecutors, service providers, and CompStat community members to ensure that community and survivor needs are being met.

For more information contact  
the program director, Sara  
Phone: 313-577-9382  
Email: EZ8925@WAYNE.EDU





## **Great Lakes Counseling Service**

Mental Health Clinicians.

Our busy clinic, Great Lakes Counseling Service, PLLC, is seeking 18-20 masters' level, state licensed clinicians to provide therapy to various populations at our Waterford & Clarkston, MI locations. We offer top pay, flexible scheduling, & great opportunities for advancement. Send resume and cover letter to [dixie5869.glcs@gmail.com](mailto:dixie5869.glcs@gmail.com) or call [248-742-5869](tel:248-742-5869) if you have questions."

## **Komen Greater Detroit Board of Directors**

### **Executive Director – Job Posting**

The Board of Directors of the Susan G. Komen<sup>®</sup> Greater Detroit (Affiliate) is accepting applications for the position of Executive Director. The executive director is the senior executive position in the organization and reports to the Board of Directors.

The executive director is an inspirational leader that provides operational and executive expertise to the Komen Greater Detroit Affiliate. The executive director, in partnership with the Board, leads organizational development and strategic planning. The executive director is responsible for building and strengthening systems, staffing and procedures to accomplish the mission and reach the strategic and annual goals set forth by the Board.

The executive director represents the Affiliate to the public, policy makers and community organizations, ensures optimal operational and financial performance, and ensures the building and sustaining of revenue development efforts, including donor relationships. In addition, the executive director oversees all aspects of staffing and staff development, provides guidance to volunteers and committees and positively impacts public policy.

The Executive Director is a team player who develops sound practices and supportive relationships with internal staff, Board, volunteers, Komen regional leaders, headquarters and external constituents, resulting in cooperative and effective collaborations that further the overall Susan G. Komen vision and mission. The executive director assumes the additional title and role of Komen Detroit Race for the Cure<sup>®</sup> Chair.

#### **Position Qualifications**

- Bachelor's degree required. Masters preferred.
- Minimum of six years professional experience, including responsibility for a budget of at least \$1 million annually, non-profit governance, public health education and programming, grant making, staff and volunteer management, fundraising, and communications.
- Ability to be strategic and maintain a view of the whole Affiliate while managing day to day operations
- Excellent communication skills, including written, verbal and public speaking skills
- Interpersonal skills and ability to work well with a diverse population
- Willingness to learn, assume leadership and participate fully.
- A high degree of integrity that garners the trust and respect of others
- Dedication to principles of inclusion
- A track record of planning and supporting growth
- A professional nature with the ability to meet deadlines and quickly establish priorities
- Organizational skills with thoroughness, timeliness and detail when working under pressure
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)

We offer a competitive salary as well as an excellent organization-paid benefit package.

**Review of applicants begins** May 3 and continues until position is filled. Target start date is June 15.

## **Komen Greater Detroit Board of Directors**

### **Executive Director – Job Posting**

**To apply, submit letter of interest and resume to:** [employment@komengreaterdetroit.org](mailto:employment@komengreaterdetroit.org). All inquiries and applications are confidentially maintained. For job description, questions or additional information, please email [employment@komengreaterdetroit.org](mailto:employment@komengreaterdetroit.org) or visit [www.komendetroit.org](http://www.komendetroit.org)

***While we thank everyone for their interest, we are only able to contact applicants selected for an interview. Selected applicants will be notified by May 31, 2017.***

## **About Susan G. Komen®**

In 1980, Nancy G. Brinker promised her dying sister, Susan, that she would do everything in her power to end breast cancer forever. In 1982 that promise became the Susan G. Komen® organization, and the beginning of a global movement. What was started with \$200 and a shoebox full of potential donor names has now grown into the world's largest nonprofit source of funding for the fight against breast cancer. To date, we've invested more than \$2.6 billion in groundbreaking research, community health outreach, advocacy and programs in more than 60 countries. Our efforts helped reduce death rates from breast cancer by 37 percent, between 1990 -2013, and we won't stop until our promise is fulfilled.

## **About Komen Detroit Race for the Cure®**

The Komen Detroit Race for the Cure (RFTC) was established in 1992 in partnership with the Michigan Cancer Foundation, now the Barbara Ann Karmanos Cancer Institute. The Karmanos Cancer Institute is a National Cancer Institute-designated Comprehensive Cancer Center, and has always served as the Komen Detroit RFTC Local Presenting Sponsor. Since the first Detroit Race in 1992, more than \$29 million has been raised and invested in the fight against breast cancer consistent with Susan G. Komen's formula of 25 percent of net proceeds dedicated to Komen's research grant program, and the remaining 75 percent invested into local community grants supporting screening, treatment support and education for underserved communities. Since 1992, approximately \$15,187,500 has been invested into local community grants.

## **About Komen Greater Detroit Affiliate®**

The Komen Greater Detroit Affiliate was established as a 501c3 in 2016 after separation from the Barbara Ann Karmanos Cancer Institute who stated the Komen Detroit Race for the Cure event in 1992. The inaugural Board of Directors was formed to build the framework of a \$1 million –plus revenue generating Affiliate within the Susan G. Komen Affiliate Network poised to expand Komen's work throughout Southeast Michigan.

Macomb County Community Mental Health is looking for therapists and case manager. Please email resume to [sheila.cote@mccmh.net](mailto:sheila.cote@mccmh.net)

# Parent & Family Program Supervisor (Chemical Dependency Program)

**Location: Plymouth, MI**

Growth Works, Inc. is a non-profit organization, providing services to individuals and families throughout Western Wayne County since 1971. Growth Works is currently seeking to add a Chemical Dependency Parent & Family Program Supervisor to our team. The Parent & Family Program Supervisor will function under the supervision of the Clinical Director and ARTx Program Director to provide direct client supervision and staff support functions, as well as facilitate family and individual sessions with our Residential and CMO clients. The Parent & Family Program Supervisor will also be tasked with coordinating and facilitating Family Week and various Intervention activities.

## **Key Responsibilities:**

- Supervise and coordinate family work, including, but not limited to individual and group treatment and staff members assigned to treatment;
- Conduct and coordinate individual and family sessions, including the maintenance of treatment plans, case notes, and other related documentation;
- Facilitate orientation sessions with residential care family members and provide intervention skills;
- Act as a liaison between residential program staff and client families to facilitate the transfer of program information, processes, issues and concerns;
- Engage parents in treatment process through developing and maintaining ongoing communication with families;
- Coordinate counseling requests from the Care Management Organization and assign appropriate clinical staff to follow up to requests;
- Monitor the transition of clients and families from residential care to community care;
- Complete adult assessments;
- Recommend and communicate discharge treatment plan with residential care staff, families, and care management organization staff;
- Perform all supervisory functions of program staff, including competency evaluations, performance reviews, disciplinary meetings, and hiring process;

## **Key Requirements:**

- Master's Degree in Addictions, Family Counseling, or related field preferred.
- Minimum of 5 years' experience in Substance Abuse
- Minimum of 2 years' of supervisory or leadership experience
- Successful completion of the State of Michigan FAODP Exam;

- Knowledge and Experience with the disease concept of chemical dependency and recovery required; working knowledge of adolescent addiction preferred;
- Previous experience in direct care or supervision of adolescents in a treatment, recreation, or residential setting.

**Work Details:**

This position is a full-time salaried position working Monday through Friday. Some evening hours are required. Qualified candidates should apply at the following website: <https://careers.hireology.com/quadwestassociates/117641/description>.

Questions regarding this posting may be directed to Roxana Panah ([rpanah@growth-works.org](mailto:rpanah@growth-works.org)).

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## Part Time Substance Abuse Therapist

Job Code Number 7674334

### Job Description

Provide face-to-face substance abuse prevention and treatment services to inmates of the Macomb County Jail according to accepted standards of practice. Prevention services include screening interviews and a variety of didactic programs. Treatment services include assessment, treatment planning/treatment plan reviews, group and individual therapy, aftercare/transition planning and discharge planning. Documentation must meet all quality assurance standards. Staff meetings, supervision and ongoing training are required.

### Position Details

Minimum Qualifications:

- Experienced (Non-Manager)

Career Category:

- Category: Community/Social, Family & Child Services - Type: Counseling
- Category: Community/Social, Family & Child Services - Type: Social Work

Education Required:

- Masters Degree or above
- Licensed Counselor or Social Worker
- CAADC or Registered Development Plan

Job Characteristics:

- Part-time
- \$25 per hour

How to Apply

Please email or fax resume, Attn: Sue DeMara

[sue.demara@macombgov.org](mailto:sue.demara@macombgov.org)

Fax: (586) 307-9305

## **POSITION DESCRIPTION**

**POSITION TITLE:** Director of Programs of the Redford Brightmoor Initiative (RBI)

**REPORTS TO:** RBI Executive Committee and Executive Director of the NOAH Project

## **SUMMARY**

The Director of Programs will provide oversight, direction and leadership for all programs operated by RBI in fulfillment of its mission. These programs currently include two free stores, a summertime volunteer-based home repair program, a December holiday store, community food programs, a furniture/appliance program, and a garden/orchard program. RBI is ready to move into a new phase through adding new programs and the Director of Programs will be instrumental in developing and implementing new programs. The Director of Programs will manage programs that build relationships founded on inclusion, dignity, and worth in order to foster community. Program staff will report to this position. The Director of Programs is responsible for establishing, evaluating, and ensuring high quality programs that meet best practices and are operated in a way that preserves the dignity of all.

## **MAJOR DUTIES**

1. Be responsible for implementing current and new programs that meet the vision of RBI.
2. Provide leadership, supervision and training of program-related staff, interns and volunteers.
3. Build relationships with area non-profits, community organizations, churches, and residents to expand services for the communities where RBI works.
4. Oversee all program evaluation activities to ensure that RBI operates effectively and using evidence-based practices, to determine if objectives are being met, detect areas where RBI can be improved, and develop strategies to address needed improvements.
5. Oversee deployment and utilization of volunteers, creating reciprocal relationships of service and donation to sustain future operations. Ensure volunteers are used in an effective manner to meet program objectives.
6. Work with the RBI Board and with the Brightmoor and Redford Guide Teams to support RBI programs and to ensure program sustainability and growth of new programs.
7. Prepare program operations reports for the RBI Board monthly and for other appropriate committees and funding sources as needed.

## **POSITION REQUIREMENTS**

- Bachelor's degree or commensurate professional employment experience, which includes three to five years' experience in non-profit work.
- Demonstrated competence in program development, planning, management, and implementation.
- Expertise in Microsoft Office applications.

## **SPECIAL KNOWLEDGE, SKILLS AND ABILITIES**

- Ability and interest in working with those in the communities where RBI works.
- Ability to communicate effectively and sensitively with clients, staff, volunteers, church members, and community representatives.
- Integrity and discretion in safeguarding confidential data.
- Demonstrated leadership ability.
- Ability to be flexible and handle various situations as they present themselves.
- Knowledge of the United Methodist Church (preferred).
- Grant writing experience (preferred).

## **REMUNERATION**

Full-time (30 hours per week, which are flexible based on program operations), \$35,000 annually, with benefits, at-will employment. As the programs grow, position responsibilities increase, and additional funds are acquired, the salary will reflect these changes.



## **HOW TO APPLY**

Interested applicants should submit a cover letter and resume to [Employment@RedfordBrightmoorInitiative.org](mailto:Employment@RedfordBrightmoorInitiative.org) by May 8, 2017. Qualified applicants will be invited for an interview. Applicants can learn more about our organization at [www.RedfordBrightmoorInitiative.org](http://www.RedfordBrightmoorInitiative.org).

*RBI is an equal opportunity employer. We will not discriminate in employment, compensation, termination, promotions, and other conditions of employment against any employee or job applicant on the basis of race, color, sex, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.*



## **American Civil Liberties Union of Michigan Position Description: Public Engagement Strategist**

**Position overview:** The Public Engagement Strategist is responsible for creating, innovating and managing an effective system of volunteer engagement for the American Civil Liberties Union of Michigan. A successful strategy for volunteer engagement will inspire and motivate stakeholders to take action on behalf of ACLU of Michigan, impact local community development and leadership, create goodwill, build the ACLU of Michigan membership base, and advance our fundraising goals. The focus of any volunteer engagement strategy must promote the organization's mission, benefit our collaborative philosophy and vision, and align with our strategic goals. Building relationships with corporate and community volunteers, the Strategist will ensure an energized, efficient and effective volunteer base of support for the organization. The Strategist will also interact with all departments within the organization and be accountable for developing strategies, assessing needs and capacity, leading operational plans, and creating initiatives, metrics and benchmarks to support volunteer matching, engagement and programming.

### **Specific Responsibilities**

**Create a highly effective network of civil rights and civil liberty community advocates in partnership with community allies.**

- Develop organizing campaigns around key civil liberties and rights issues that are generated through community interest and vision, and aligned with the ACLU's priority issues.
- Create a volunteer leadership development process that empowers the community.
- Build the base of community advocates who can be mobilized to participate in issue campaigns, meetings, rallies and hearings for work initiated by the ACLU of Michigan or the national ACLU.
- Galvanize support of community organizations and cultivate public officials, law enforcement officials, faith leaders, business leaders, donors, and new and diverse communities for issue campaigns.
- Survey staffs regularly to assess needs for in-house volunteer assistance, create volunteer service and program descriptions, and create a budget for each volunteer program.
- Work with volunteer teams (local units) to match them with volunteers.
- Develop and conduct volunteer orientation and training to ensure a strong understanding of the work, mission, goals and roles.
- Identify community outreach and opportunities for volunteers such as town halls, fairs and festivals, and speaking engagements when appropriate.
- Manage a volunteer speaker's bureau, provide issue-based training, and coordinate speakers with events.
- Develop and manage volunteer policies, procedures, and standards of service.
- Create and maintain accountability measures and benchmarks to evaluate the effectiveness of volunteer programs and to implement changes as appropriate.
- Organize volunteer recognition programs and events.
- Maintain accurate records and provide timely statistical and activity reports on volunteer participation.

### **Administration, Coordination and Support**

- Act as the single point of contact for communications from volunteers.
- Work with volunteers to ensure strong communication with the ACLU of Michigan staff and effective implementation of logistical aspects of programming and event promotion,
- Work with ACLU National Staff to support and implement national programming and ensure consistent branding and messaging.
- Organize, maintain and manage a volunteer database compatible with internal of Michigan protocol and ensure coordination with other ACLU databases.
- Maintain a schedule of opportunities.
- Work proactively with staff to provide accurate assistance for volunteers.
- Consult with Director of Operations to develop and oversee program budget.
- Coordinate with Political Director to collaborate on issue campaigns and legislative strategies designed to further ACLU of Michigan policy goals.
- Coordinate with Director of Communications to ensure necessary materials are prepared and available for volunteer programs and events.
- Work with Director of Philanthropy to identify fundraising opportunities, to create a fundraising bridge with volunteers.
- Work with Executive Director on projects as assigned and Deputy Director to cultivate and provide support for organizational volunteer opportunities.

### **Qualifications**

- Demonstrated commitment to civil liberties and civil rights.
- Educational background in Community Organization, ideally a Bachelor's Degree and/or at least five years of experience in volunteer management.
- Knowledge of management principles and evaluation techniques related to volunteers programs.
- Management experience and the ability to work collaboratively across a large organization.
- Strong leadership, organizational, coordination, planning and management skills.
- Strong communication skills, including writing and public speaking.
- Willingness to work flexible hours and travel around the state as needed.
- A commitment to diversity; embraces a personal approach that values the individual and respects differences of race, ethnicity, age, gender, sexual orientation and gender identity, religion, ability and socio-economic circumstance.
- Proficient in technology and social media applications.

### **Personal Characteristics**

- Committed to advancing the ACLU OF MICHIGAN's values, mission, goals and programs, with an understanding of the range of civil liberties issues and their implications.
- A person who can handle and prioritize multiple activities and tasks; a person who takes initiative and demonstrates follow-through.
- A team player who inspires collaboration and functions decisively and with flexibility; a person who assumes the best from colleagues and who resolves conflicts directly.
- A demonstrated ability to work productively in an unstructured environment; the capability to conduct oneself with a calm and professional demeanor when dealing with the public and/or difficult situations.

**Supervision:** The Public Engagement Strategist is supervised by the Political Director.

### **Compensation and Benefits**

Salary is commensurate with experience and qualifications. Excellent benefits including health insurance and a 401(k) plan. This is a grant-funded position.

### **Application Procedure**

Please submit in digital form, a detailed letter of interest, resume, writing sample and contact information for three references to the ACLU of Michigan Political Director, Shelli Weisberg at [PubEngStrategistJob@aclumich.org](mailto:PubEngStrategistJob@aclumich.org).

Application review begins May 3, 2017. Position will remain open until filled.

*The American Civil Liberties Union Fund of Michigan is an equal opportunity/ affirmative action employer. Women, people of color, persons with disabilities, and lesbian, gay, bisexual and transgender people are encouraged to apply.*

*The ACLU of Michigan comprises two separate corporate entities, the ACLU of Michigan and the ACLU of Fund of Michigan. The ACLU of Michigan and the ACLU Fund of Michigan share the same mission, office space, and employees. This job posting refers collectively to the two organizations under the name "ACLU of Michigan."*

We have a position available that would be a great opportunity for someone with a bachelor's degree in psychology, social work, criminal justice or a related field to gain experience in working with the criminal justice population. Please feel free to post this or forward it. The link for more information is: <https://jobs.mitalent.org/employer/job-details/4475110>

**This is a full time position as a Substance Abuse Clinician/Cognitive Reflective Program (CRP) Therapist. The position requires case management and group therapy skills. A brief summary of the job responsibilities includes, but is not limited to:**

- Providing assessments using ASAM criteria, COMPAS risk and needs assessment and other recognized instruments/measures.
- Providing written recommendations appropriate to the assessed needs of the persons evaluated.
- Providing referrals and placement into programs.
- Providing case management and follow up on all placements in a timely manner.
- Reporting client non-compliance to all appropriate criminal justice agencies in a timely manner.
- Functioning as a gatekeeper for all Community Corrections funded substance abuse treatment beds.
- Completing and maintaining all client records in a timely manner.
- Provides screenings to clients referred to the Cognitive Reflective Program (CRP).
- Prepares and conducts CRP groups and individual sessions as needed.
- Provides aftercare referrals to CRP group participants.
- Prepares CRP enrollment and completion letters to the courts and other appropriate agencies.
- Adheres to the outcome objectives delineated by Community Corrections.
- Manages his/her caseload to meet program and Community Corrections standards.
- Responds in an appropriate professional manner in all agency communications.
- Completes other assignments and cross training, as assigned by the Community Corrections Director and Clinton Counseling Center Jail Program Director.

Must have at least a Bachelors Degree from an accredited college or university in Behavioral Science, Criminal Justice or a related field. Must successfully pass the MAFE (Michigan Addictions Fundamentals Examination) within 6 months of hire. Seeking candidates with experience and knowledge in the fields of Substance Abuse & Criminal Justice.

Community Corrections contracts with CYS/Clinton Counseling Center Jail Program for this position. For more information about Community Corrections, please see: [m.communitycorrections.macombgov.org/CommunityCorrections-Home](http://m.communitycorrections.macombgov.org/CommunityCorrections-Home)

# Supervised Parenting Program Receptionist (Part Time)

**Location: Garden City, MI**

Growth Works, Inc. is a long-tenured organization, providing services to individuals and families throughout Western Wayne County since 1971. Growth Works is currently seeking to add a Part-Time Receptionist to our team. Become part of our valued team, striving to provide relevant and successful programming to meet the needs of individuals struggling with chemical dependency and delinquent behaviors. The Supervised Parenting Program Receptionist will function under the supervision of the Supervised Parenting & Exchange Supervisor to provide support services to the Supervised Parent Program staff and our clients.

## **Key Responsibilities:**

- Act as a first point of contact for new clients or families entering the facility by greeting visitors at the door and referring to the appropriate party;
- Answer incoming phone calls and direct the calls as appropriate;
- Schedule intake interviews;
- Schedule substance abuse assessments with the assistance of the Program Director;
- Prepare reports detailing program demographics, statistics, and outcomes, utilizing the internal database;
- Record incoming cash, check, and credit card payments and prepare payments for bank deposits;
- Receive and distribute incoming and outgoing mail and packages;
- Maintain office and janitorial supply levels, ordering shipments as necessary;
- Make recommendations and execute the organization of office layout and equipment to improve the flow;
- Follow up with resources and next steps for families who are not in compliance with the program parameters;
- Perform other duties as assigned, to support the Supervisory Team and Program Staff.

## **Key Requirements:**

- Bachelor's Degree in Administration, Information Management, Business, or related field;
- Excellent computer skills, including familiarity with Microsoft Excel;
- Experience in data entry and reporting;
- Non-profit experience or interest in human services field preferred;
- Excellent communication and customer service skills, both written and oral, internal and external;
- Satisfactory background check, including drug screening, criminal record, and abuse/neglect clearance.

**Work Details:**

This position is a part-time position with a flexible schedule, as approved. Some evening hours are possible. Questions regarding this posting may be directed to Diane Sacha ([dsacha@growth-works.org](mailto:dsacha@growth-works.org)).

Growth Works is an Equal Opportunity Employer and does not discriminate on the basis of age, color, disability, ethnicity, marital or family status, national origin, race, religion, sex, sexual orientation, military or veteran status, or any other characteristic protected by law.

# TRAINING & TREATMENT INNOVATIONS, INC.

Posting Date: May 2, 2017

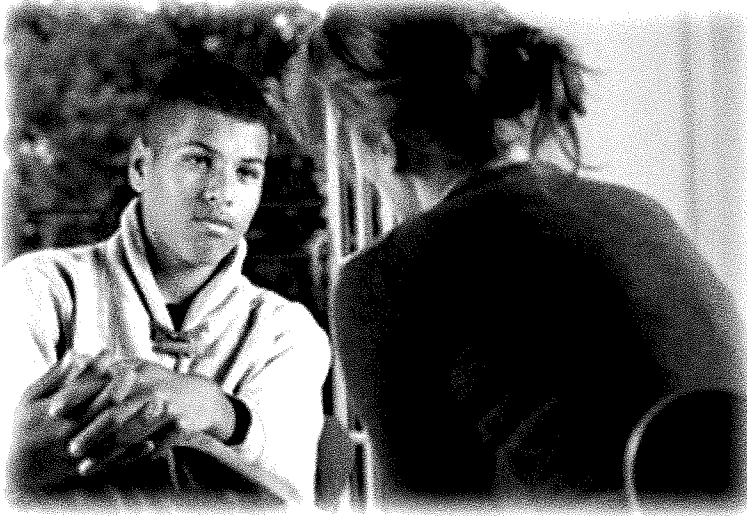
OXFORD		
ACT Case Manager	As a member of multi-disciplinary team provide intensive community based case management services to individuals with serious mental illness and/or substance abuse. Team members are direct providers of services, which are provided on a time-unlimited basis; After-hours coverage includes crisis intervention and on-call component. Maintain standards of timeliness, chart content and face to face contacts with consumers (productivity standards). Must be able to multi-task in a fast-paced environment and be proficient in Electronic Health Record, MS Word/Excel.	Master's in Social Work with appropriate credentials/licensure required. CAAC preferred. Previous case management and substance abuse experience preferred.
Case Manager	Provide initial and annual psychosocial assessment. Person-centered planning, updates the plan annually or with changes in levels of need. Candidate must be familiar with co-occurring modalities including ability to engage, screening, motivational interviewing and treatment matching protocols as well as able to multi-task in a fast-paced environment. Computer proficiency in MS Word/Excel required.	Bachelor's in Social Work, Master's preferred. Must have appropriate licensure.
STERLING HEIGHTS		
ABA Tutor/ Behavior Tech (Part-Time)	(Macomb Area)- <u>Availability to work evenings/weekend needed!</u> Several part-time positions available! Provide ABA behavioral therapy/services to young children (ages 18 months to 6 years) diagnosed autism in the child's home, community and/or TTI clinic. ABA direct services include intensive one-on-one behavior therapy and will implement behavioral interventions that are designed to address each child's unique social, emotional and behavioral needs through skill development in such areas.	Bachelor's in Social Work, Psychology, Counseling or related field needed. <u>Minimum of one-year experience working with children with autism preferred.</u>
TROY		
Case Manager (SSVF - Veterans Program)	This position is a grant-funded position working with Veterans. Responsibilities would include linking consumers to resources, maintain charts and adhering to federal guidelines. They would also work to ensure consumers have safe and affordable housing options. This position would include consistent tracking/progress notes. MS Office, Outlook proficiency required, as well as the ability to multi-task, organize, work independently to meet deadlines and have an understanding of mental health and housing. Understanding of case management and person-centered planning process. Knowledge of the Veterans Affairs Administration and other Veterans Services preferred. Experience serving in the Armed Forces preferred.	Bachelor's in Social Work, Psychology, or related Human Services field. Must have registration or eligibility for registration as a Social Worker, if applicable. Must have case management experience.
Supports Coordinator	Coordinate, link and monitor services between consumers and providers as well as engage in person-centered planning with consumers that have developmental disabilities. Extensive driving throughout Macomb County required. Must have the ability to write a person-centered plan, advocacy and be comfortable working in the community. <u>Must have at least one year experience with persons with developmental disabilities.</u>	Bachelor's in Social Work, Master's preferred. Must have appropriate licensure.

Applicants must have reliable transportation, valid Michigan Driver's License and a safe driving record. Candidate must provide employer with verification (Official Transcript) of highest educational degree, credentials and appropriate licensure. Copies of Automobile Insurance, Registration, Social Security Card or Birth Certificate or US Passport and TB Test are also necessary requirements. Benefit package available for full time positions only.

Fax resume and cover letter with salary requirements to: (248) 524-8875 or email information to [jobs@ttiinc.org](mailto:jobs@ttiinc.org)  
Attention: Darci Dettloff, Human Resources - Training & Treatment Innovations, Inc. is an Equal Opportunity Employer



# Looking for a new career?



*Help Change A Child's  
Future*

We're on a mission to provide, safety, sustenance, nurturing, and therapeutic interventions for children.

*Want to help?*

Wolverine Human Services is one of Michigan's largest agencies rehabilitating delinquent youths. Since 1987, WHS has assumed many diverse roles including direct care, research training, community education and advocacy for the needs of those whom we serve.

We are currently looking to expand our team and filling immediate openings in the following positions:

*Youth Care Workers*

**Wolverine**  
Human Services  
*Helping Children to be Victors*

## **OPEN INTERVIEWS**

THUR 5/18/17 & FRI 5/19/17

11a - 3p

15100 MACK AVE

GROSSE POINTE PARK, MI 48230

**\*RESUME AND PROF ATTIRE REQUIRED\***

| Complete an application online

| Email resumes to [hr@wolverinehuman.com](mailto:hr@wolverinehuman.com)

| Fax 313-824-4470 |