



Job Title:

Alcohol and Drug Case Manager

Department:

Veterans Rehabilitation Center

Prepared By:

Human Resources

Approved by:

Andre Simpson-Executive V.P. /C.O.O

Job Summary

Qualifications:

- ❖ Currently be registered or certified as an AOD counselor
- ❖ Must have completed AOD studies and internship
- ❖ Basic understanding of Veterans benefits and issues.
- ❖ Basic certified knowledge of alcoholism and drug addiction recovery process.
- ❖ Must be able to fluently read, write and communicate in English
- ❖ Valid California driver's license, vehicle insurance
- ❖ Must be able to perform comfortably, both mentally and physically, all aspects of job description and other duties as assigned by supervisor
- ❖ Veteran Status a Plus!
- ❖ Candidate must be able to pass criminal background check and drug screen prior to any offer of employment

Responsibilities and Major Duties:

- ❖ Perform intake interviews, assessments and refer clients to appropriate community resources
- ❖ Perform individual addiction counseling and case-manage all assigned clients through their treatment completion and follow-up.
- ❖ Facilitate structured didactic groups and process groups
- ❖ Assist residents with individual treatment planning
- ❖ Other duties as assigned by supervisor

Veterans Village of San Diego has the following benefits: 12 paid holidays a year, paid time off between Christmas and New Year's Day, paid vacation and paid sick leave, pension, health insurance, dental and vision plans.

Application Procedure: submit cover letter and resume to: David Enders@vvsd.net, please put in subject line: Alcohol and Drug Case Manager, or you may Fax resume and cover letter to (619) 497-0263 Attn: David Enders.

If you were a client of VVSD, you must have been out of all programs for a minimum of 2 years.

VVSD is an EEOC employer.

Job Status: Full Time, Hourly/non-exempt

Pay: \$16.00 per hour/non-exempt