



Teen Drug and Alcohol Program Manager

Axis Community Health is a nonprofit community health center that has served the Pleasanton/Livermore/Dublin area since 1972. We provide medical care, mental health counseling, drug and alcohol recovery services, and WIC nutrition services for 14,000 Tri-Valley residents. We are eastern Alameda County's only provider of medical care for low income and uninsured residents.

We are seeking a Teen Drug and Alcohol Program Manager. This position is expected to oversee the Teen program and ensure full compliance with all legal requirements. This position reports directly to the Site Director.

This is a full-time, Monday-Friday position. The position includes health/dental/vision insurance benefits after successful completion of the introductory period.

For more information about Axis, visit us at: www.axishealth.org

Qualifications:

1. Bachelors and Masters Degree preferred in field related to psychology, sociology or related discipline.
2. Minimum of two years of experience in the provision of drug and alcohol counseling.
3. Must hold current California drug and alcohol certification (CDAC) or be registered in classes for certification.
4. Ability to give clinical supervision to staff and interns.
5. Administrative and managerial skills with ability to effectively supervise personnel.
6. Ability to interact effectively and in supportive manner with persons of all backgrounds.
7. Excellent written and verbal communication skills.
8. Minimum of 5 years of sobriety.

Responsibilities:

Under the direction of the Site Director of Mental Health Services:

1. Oversee teen drug and alcohol and Primary Prevention program and ensure full compliance with all legal and programmatic and contractual requirements.
2. Experience and ability working with teen clients and their parents in a group setting.
3. Maintain statistics and prepare reports regarding teen drug and alcohol services as required by regulatory groups, contract managers and agency management needs.
4. Continue and/or expand school based program groups, and maintain relationships with school administrators and counselors.
5. Work with the Site Director of Behavioral Health to integrate substance abuse issues and counseling with mental health counseling services.
6. Stay informed in regards to best practices, research, and techniques in adolescent substance abuse services.
7. Develop effective relationships within surrounding communities in order to develop programs appropriate to the needs of the community as well as to enhance the image of the agency.
8. Assist in the development, acquisition, and preparation of grants and proposals necessary for the maintenance and/or expansion of the teen drug and alcohol program.
9. Supervise program staff - evaluate, train, hire and terminate personnel as required.
10. Attend all meetings associated with programs.
11. Perform other duties as assigned.

A background check is part of our hiring process. Axis Community Health is An Equal Opportunity Employer. E-mail your resume to mmathews@axishealth.org and Include "Teen drug and Alcohol Program Manager" in the subject line of your email. Please provide a cover letter indicating why you are well suited for this position, your resume, and include compensation history.