



JOB POSTING – CASAC

Who We Are

Miracle City currently specializes in providing Home and Community Based Services (HCBS) to our clients and will expand our services in 2019 to include chemical dependence services for those seeking assistance with rehabilitation and recovery. Substance abuse can happen to anyone, any family, any time. With our licensed and certified professionals, we focus on whole-person treatment and health. At Miracle City, our dedication to a healthier nation is a dedication to a more prosperous one. From helping individuals, to motivating entire communities, our treatment center transforms lives.

Essential Duties & Responsibilities

- Provide clinical counseling services to assigned clients including screening, intake, orientation, initial assessment, treatment planning, family counseling, psychoeducation, case management, crisis intervention, care coordination and discharge planning in accordance with departmental procedure and regulatory requirements.
- Complete LOCADTR 3.0.
- Participate in comprehensive multi-disciplinary team case conference meetings.
- Collaborate with other disciplines, and coworkers as needed to ensure client needs are met.
- Assist in the enforcement of program rules and regulations.
- Plan and manage the dissemination of program schedules and other information relative to events and activities.
- Monitor the collection of urine specimens and toxicology results.
- Perform breathalyzer screenings.
- Manage telephone and email inquiries about clients and provide program information, including information on alternative providers.
- Maintain up to date database of referral information and resources.
- Refer applicants to alternative services (e.g. Detoxification Units, Rehab Programs, etc.) as needed.
- Perform outreach and engagement for absent clients.
- Perform all required documentation (including reports to referral sources) and data entry for assigned clients.
- Maintain good working relationships with all staff, clients and visitors
- Perform administrative supervision.
- Participate in job training and education programs, meetings and committees as assigned or indicated.
- Travel for meetings and/or training sessions as required
- Travel within the community as part of an outreach program

Education, Experience and Skills

- Minimum of an Associates degree
- Certified Alcoholism and Substance Abuse Counselor (CASAC)



- Minimum of 1-year experience working in the social services field
- Excellent written and oral communication skills
- Ability to read, write and speak the English language
- Knowledge of Microsoft Office computer programs
- Excellent organizational skills
- Bi-lingual (Spanish) preferred

Why You Want to Work with Us

Founded in 2018, Miracle City is a dynamic, start-up company offering great career opportunities to those professionals who want to join a growing company while making a difference in the lives of others.

Location

Bronx, NY (Throgs Neck area)

How to Apply

Forward resumes to Camille Mansour at cmansour@miraclecitycenter.com. Only those candidates qualified for the position will be contacted.

- Candidates must be authorized to work in the United States



JOB POSTING – CERTIFIED RECOVERY PEER SPECIALIST

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Essential Duties & Responsibilities

- Provide strength-based rehabilitative and recovery-oriented services individually and as part of a team.
- Provide face-to-face individual services in a client's home or community following the HCBS protocols, documenting all services in the Electronic Health Record (EHR) using collaborative documentation.
- Carry a caseload of up to 20 clients.
- Share personal experiences to foster a sense of hope and recovery.
- Ensure coordination of services through collaboration and consultation with other staff, providers and identified family and/or friends of the participant.
- Assist participants with entitlements and concrete services; working together with the participant, advocate on participant's behalf via telephone and written correspondence.
- Attend and participate in weekly supervision, staff meetings and periodic in-service trainings.
- Attain and maintain competency in evidence-based practices as assigned.
- Document time and effort and tasks during working hours as required for billing.
- Willingness to share life experiences related to service protocols while maintaining professional boundaries
- Ability to think logically, prioritize and follow procedures and instructions
- Ability to meet deadlines

Education, Experience and Skills

- High School Diploma or GED with at least one year of work-related experience required
- Minimum of one (1) year experience
- New York Certified Recovery Peer Advocate (CRPA) credential required
- The Peer Recovery Advocate must have personal and working knowledge of the barriers within addiction and/or mental health, support services, and a demonstrated commitment to the recovery community
- Ability to work with clients, families, and staff in a caring and respectful manner, and with due understanding of and consideration for cultural differences
- Ability to be empathetic and supportive to client instructing, demonstrating, modeling, and encouraging appropriate behavior and skills



- Ability to do fieldwork at least 50% of the time
- Strong oral and written communication skills
- Computer literate with basic proficiency in MS Word, Excel and Outlook
- Bilingual Spanish Preferred

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