

# EL CENTRO FAMILY HEALTH JOB POSTING

**DATE:** September 28, 2021  
**TITLE:** I-SUD Support Specialist  
**CLASS:** Non-exempt (Hourly)  
**FTE:** Full-Time  
**SITE:** Las Vegas

## **RESPONSIBILITIES:**

The Integrated Substance Use Disorder (I-SUD) Support Specialist will report to the I-SUD Director and support the I-SUD Department. This position involves working closely with peer support specialists, BH and medical providers and clients with substance use disorders (SUDs) such as opioid use disorders (OUDs). This position will involve case management, connecting clients with resources, engaging in community outreach, and scheduling clients with their BH provider or medical provider. This position will also include but is not limited to group facilitation or co-facilitation, and support services at the colleges and/or at the School Based Health Centers (SHBCs).

The I-SUD Support Specialist will assist with communication between the I-SUD department and other departments within ECFH which may include, but is not limited to, answering phone calls and scheduling appointments. This position also assists with coordinating behavioral health referrals, warm hand-offs and maintain an active list of community resources. The I-SUD Support Specialist will assist behavioral health providers with primary screens (i.e., risk assessments, PHQ-9, GAD-7, ACE, PCL-5, social determinants of health) to identify client needs and to assist with data entry such as the Treat First process. The I-SUD Support Specialist will be an essential employee and resource to help ensure integrated care is taking place within the I-SUD department and with other departments and assists where necessary.

## **Minimum Requirements**

### **Education:**

High school diploma or GED

### **Experience:**

Experience working with the SUD or mental health population for 6 months or 6 months of secondary education courses in mental health or SUD. \*

\*Certification as a Peer or Family Specialist or Certified Community Health Worker can substitute for one year of related work experience.

### **Certifications:**

- CPR/Basic Life Support (BLS)-must be obtained within 3 months of hire.
- CCSS Certification – must be obtained within 18 months of hire.
- SBIRT Certified (SBIRT training and Motivational Interviewing training- 12 hours). Must be obtained within 1 year of hire).
- Harm Reduction Certified – must be obtained within 1 year of hire.

## **Preferred Experience/Certification**

### **Preferred Certifications:**

- Certification as a Peer or Family Specialist or Certified Community Health Worker

### **Preferred Education:**

- Masters in Social Work (MSW), psychology, counseling or related field and no experience or
- Licensed Bachelors in Social Work (LBSW) and one year of experience working with the target population or
- Bachelor's degree in social work, psychology, counseling, or related field or
- Associates degree in a related field (Psychology, Sociology, Social Work, Criminal Justice, Family Studies, Special Education and Human Services)
- Bilingual (English / Spanish) preferred.

### **Knowledge, Skills and Abilities:**

- 1) Ability to work with children of all ages and adults in a face-to-face setting or in group/family setting.
- 2) Ability to perform duties and responsibilities with dignity, calm, accuracy, and confidentiality in all contacts with employees, managers, and the public.

- 3) Organizational and analytical skills.
- 4) Knowledge about human resources administration, laws, and regulations.
- 5) Computer literacy.
- 6) Communication skills and ability to work with staff around problems affecting job performance and job satisfaction.
- 7) Ability to drive to outlying locations (requires current and valid driver's license, and clearance for unrestricted Automobile insurance coverage).
- 8) Ability to communicate ideas to staff and colleagues and to receive input in a constructive manner.
- 9) Adherence to the ethical standards of the individual's requisite licensures.
- 10) Reading and writing proficiency sufficient to complete all program documentation.
- 11) Working knowledge of Microsoft Office Suite, Outlook, and basic computer maneuverability.
- 12) Experience with electronic medical record software or ability to learn the package in current use at ECFH.
- 13) Excellent interpersonal skills.
- 14) Ability to speak to groups.
- 15) Maintain valid driver's license and clearance for unrestricted automobile insurance coverage pursuant to NM State law.

**EOE/M/F/D/V/Drug-free Workplace**

Interested individuals must submit an updated employment application to Human Resources via e-mail at: [hr@ecfh.org](mailto:hr@ecfh.org) or fax to 505-747-8943, ATTN: Samantha Carlson, HR Manager.

**Deadline:** Open until filled.