

Kenton County Detention Center
Jail Substance Abuse Program
Job Description

Position: JSAP Clinician / Part-time and Full-time

Policy:

It is policy to provide specialized and comprehensive treatment for Substance-Use Disorders to incarcerated individuals being housed at Kenton County Detention Center in Kenton County, Kentucky.

General Purpose:

JSAP Clinicians will oversee all clinical client files associated with Kenton County Detention Center's Jail Substance Abuse Program (JSAP). JSAP Clinicians will also facilitate groups and curriculums in accordance with the KCDC JSAP Policy.

Part-time schedule is flexible and consists of 3, 8 hour shifts per week, Monday through Friday from 7:30 am – 3:30 pm. Part-time schedules are not to exceed 96 hours per month.

Full-time schedule consists of 5, 8 hour shifts per week, Monday through Friday from 7:30 am – 3:30 pm.

Supervision Received:

Works under the direction of the Addiction Services Director.

Supervision Exercised:

No exercised supervision required.

Essential Duties and Responsibilities:

- Facilitates groups and curriculums in accordance with the KCDC JSAP Policy;
- Records participants' progress in digital and/or hard copy format;
- Implementation of individual client's treatment plan;
- Perform screenings, assessments, and intake procedures as indicated by AODE licensure requirements.

DESIRED MINIMUM QUALIFICATIONS

General:

- Must be 18 years or older;
- Met the requirements for JSAP clinician as established in 908 KAR 1:050 and 908 KAR 1:190;
- Must possess, or be able to obtain by time of hire, a valid State's driver's license without record of suspension or revocation in any State;

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- No felony convictions or disqualifying criminal histories;
- Must meet the requirements of all applicable KRS and local ordinances;
- Must pass an initial pre-hire physical exam, which will include a drug screen and submit to random drug screens after hire.

Education and Experience:

- Bachelor's Degree, or equivalent years of experience in related field of interest;
- A JSAP Clinician shall complete twelve (12) hours of specialized training in relative fields of interest, and a clinician who provides case management shall complete twelve (12) hours of specialized training in case management, within one (1) year from the effective date of this administrative regulation or within six (6) months from the date of assuming responsibility for that function, whichever is later.

Necessary Knowledge, Skills, and Abilities:

- Skill in community relations and social needs assessment;
- Ability to analyze safety problems and situations;
- Ability to adopt quick, effective, and reasonable courses of action with regard to surrounding hazards and circumstances;
- Knowledge of the applicable laws, ordinances, and department rules and regulations;
- Ability to communicate effectively orally and in writing;
- Ability to establish and maintain effective working relationships with subordinates, peers, and supervisors;
- Ability to follow verbal and written instructions;
- Ability to deal with the public in a courteous and firm manner to establish and maintain satisfactory public relations;
- JSAP Clinicians shall maintain all records of supervisory training hours which includes the date, length of the session, and content of the training.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud.