

Position: SUDP (Substance Use Disorder Professional)

Reports to: Senior Manager of Mental Health

Hours: Full-time, 40 hrs. Week

Classification: Regular, Exempt

Reviewed: January 2023

Salary Range: \$60,000 - \$70,000

Role: Primarily onsite, some hybrid

Note re: COVID-19: CFH follows the most current health and safety guidelines provided by King County Public Health and the CDC. This position is required to wear personal protective equipment at all times while on site and may be exposed to people who may have the COVID-19 virus.

ABOUT CFH

CFH is a secular 501(c)3 nonprofit organization founded in 1993 to provide a warm, safe, and hospitable place for single men to sleep and be nourished with three healthy meals each day. Today, with phenomenal partnerships and support from King County's Eastside community, CFH serves more than 1,700 people each year with street outreach, day center services, shelters, permanent subsidized housing, case management, and other life-saving supportive services—including 125,000 meals. CFH is a healthy, fiscally stable organization with a dedicated Board and staff poised to advance its mission.

Our core values are relationship, community, empowerment, dignity and respect. These values embody the CFH mission: to partner with men & the community to create a path from homelessness to stable living.

OVERVIEW OF POSITION

The Substance Abuse Disorder Professional (SUDP) works with clients and will meet individually with clients, groups, and other service providers. The SUDP collaborates with other clinicians to facilitate appropriate counseling and recommendations for further care.

This position coordinates the delivery of behavioral health social services that enhance the biopsychosocial and overall functioning of assigned CFH clients. This SUDP will use their knowledge and experience related to mental health and social services to support the goals of CFH clients who are experiencing homelessness; and who may have co-occurring mental health concerns. This person must develop meaningful relationships with clients that lead to increased feelings of support, safety, and wellbeing. This role functions as a member of the CFH interdisciplinary team which embody trauma informed care practices agency wide and works with clients to increase independence and community integration through a model of self-empowerment.

This person will serve as the primary point of contact for referring clients needing higher level of care into inpatient and outpatient settings.

Schedule is flexible with occasional remote work possible.

In addition to the key responsibilities, the individual must demonstrate abilities to adapt quickly to a wide variety of situations; and exhibit effective communication and critical thinking skills. The person who will succeed in this position is committed to supporting and modeling the CFH values through their actions and expectations of others.

Candidates must have a proven ability to build collaborative relationships within CFH (case managers, mental health, and shelter staff) and externally (medical and mental health service providers, public agencies, and peer organizations) to help men maintain and/or move towards personal and housing stability.

KEY RESPONSIBILITIES

- Coordinate the delivery of services to clients using the model of trauma informed care.
- Network with other agencies and organizations to deliver services to clients.
- Assists clients in navigating process to obtain resources from community service providers.
- Prepare client need assessments and develop care plans for clients.
- Facilitate goal setting and care planning with clients.
- Educate clients about service options and available resources.
- Interpret behavioral health of needs of clients when referring to community agencies.
- Identify clients in community needing higher level of care and coordinate appropriate care
- Conduct groups related to mental health, addiction recovery, and trauma education and support
- Provides crisis intervention and ongoing support
- Guide clients in the development of practical skills or strategies to increase functioning.
- Participate with interdisciplinary teams to develop service delivery procedures within CFH.
- Advocate for and help protect the rights of clients.
- Serve as a consistent, positive, and appropriate role model to the clients that we serve.

Service Documentation and Evaluation

- Maintain thorough, accurate records of case management/social work activities with every program client.
- Maintain databases by timely entering client data.
- Communicate regularly with staff via email, incident reports and briefings.

General

- Attend all job-related meetings, including program staff meetings and agency-wide meetings.
- Participate in opportunities for learning and skill maintenance/development, including internal and external training and workshops.
- Assist with other duties assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrate excellent organizational skills, accuracy, and attention to detail.
- Ability to collaborate with cross functional team in program improvement, systems design, and implementation.
- Exercise sound decision making, independent judgment and discretion.
- Adjust to circumstances, anticipate, and adapt to change, initiate actions, and think creatively to solve problems efficiently and effectively.
- Possess the ability to navigate multiple clients and priorities.
- Remain calm and professional when faced with difficult situations and emergencies.
- Maintain a high level of energy, perseverance, and compassion.
- Exemplify excellent interpersonal skills and high ethical standards.

- Identify and resolve interpersonal conflicts with respect, tact, and diplomacy.
- Listen to others, process information, and communicate effectively.
- Commit to the development of others through cultivating individual talents, successfully motivating, coaching and skill development.

EDUCATION AND EXPERIENCE

- Minimum: BA in social work, mental health, or human services; or equivalent experience.
- Full licensure as an SUDP in the state of Washington in good standing
- At least 2 years of experience as a case manager, case manager, and/or as a SUDP
- If currently in recovery, we require two years of documented sobriety
- Experience working with persons experiencing homelessness, substance use disorder, and co-occurring disorders in shelter or residential programs preferred.
- Knowledge of resources available for persons experiencing homelessness that have comorbidities
- Experiencing in completing SUD Assessments to locate appropriate ASAM Level of Care recommendations and demonstrated ability to get clients into inpatient settings.
- Experience in three or more of the following fields: Social work, human services, mental health services, substance use disorder/recovery, counseling, trauma informed care, case management, housing navigation, community building.
- Strong engagement and presentation skills
- Ability to maintain appropriate boundaries with clients and staff
- Ability to maintain confidentiality of clients.
- Strong computer ability and familiarity with EMR systems

CERTIFICATES, LICENSES & REGISTRATIONS

- Washington driver's license and insurable driving record required.
- Full SUDP licensure in Washington.

PHYSICAL DEMANDS

- Physical ability to sit, walk, and/or stand for prolonged periods of time.
- Ability to stand, stoop, bend, grasp, and/or hold work located at the office or other locations as needed.
- Prolonged periods of sitting at a desk and working on a computer.
- Requires individual is able to safely lift and carry at least 35 lbs. and must occasionally lift/carry push up to 45 pounds.
- Must be able to access and navigate each department at the agency's facilities.

SUBMISSION:

To apply, please submit resume to careers@cfhomeless.org

SALARY & BENEFITS:

- Annual Salary Range: \$60,000-\$70,000
 - Applications will be considered on an ongoing basis; position open until filled

- Regular employees who work at least twenty hours per week are eligible for prorated benefits including medical and dental insurance, paid time off, cell phone stipend, and holidays.
- Flexible work schedule as approved by supervisor and based on specific position requirements.

CFH does not discriminate on the basis of race, religion, color, age, genetic information, sensory, mental or physical handicap, national origin, gender, sexual orientation, gender identity, gender expression, marital status, familial status, parental status, citizenship status, pregnancy, veteran status, political ideology or any other basis protected by applicable law.

CFH serves people from diverse cultures, races, gender identity, sexual orientation, and ages. We value diversity and intentionally work to recruit, hire, and retain staff who reflect the diverse client population we are serving. CFH is an equal opportunity/affirmative action employer.