

**ASPIRE BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITY SERVICES  
JOB ANNOUNCEMENT**

Job Title: <b>SOCIAL SERVICES COORDINATOR 1, Licensed</b>		Unit and Location of Position: <b>Dougherty County Outpatient Albany, Georgia</b>
Classified _____ Unclassified <u>X</u>		
Announcement Begin Date: July 19, 2016	Announcement Deadline: <b>Open until filled - subject to close at any time once a satisfactory applicant pool has been identified.</b>	Telephone #: (229) 430-4433
Position Number: 171992	Pay Grade: 16	Annual Salary: \$49,500.00 Negotiable dependent upon education and experience
<b>GENERAL NATURE OF WORK:</b> Under limited to broad supervision, will direct the day to day clinical operations., which includes but is not limited to: Lead daily organizational staff and treatment planning meetings. Supervise recruit and hire staff and schedule work hours. Direct the client admission process and treatment, rehabilitation and support services of the program. Provide clinical supervision. Execute and document quality assurance activities. Participate in providing treatment and dual diagnosis services.		
<b>QUALIFICATIONS:</b> Licensure as a Licensed Clinical Social Worker, Licensed Professional Counselor or Licensed Marriage and Family Therapist by the Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists and three years of experience in the provision of professional therapeutic services to individuals with mental health or mental retardation problems.		
<b>OTHER DESIRED QUALIFICATIONS APPLICABLE TO THIS POSITION:</b> In addition to meeting the minimal qualifications, preference will be given to those with a Master's Degree in nursing, social work, psychology, counseling, marriage and family counseling or psychiatric rehabilitation with full licensure in the state of Georgia AND three years of experience in the provision of therapeutic services with at least one year of supervisory experience leading a multidisciplinary team. The ideal candidate will have a clear understanding of the characteristics and problems of adults with severe and persistent mental illnesses and will be knowledgeable about the ACT model. Must have valid driver's license and no driver may have more than two chargeable accidents, moving violations or DUI's in a three year period.		
<input type="checkbox"/> A pre-employment physical required for appointment to position. <input checked="" type="checkbox"/> A fingerprint criminal records investigation required for appointment to position. <input checked="" type="checkbox"/> Pre-employment drug testing and random alcohol/drug testing required for appointment to position. <input checked="" type="checkbox"/> Males between 18 and 26 years of age required to present proof of having registered with the Selective Services System as required by federal law or of being exempt from such registration. <input checked="" type="checkbox"/> An official transcript required from the college that granted your hours and/or degree. The transcript (Primary Source) will need to be furnished to the Human Resources Department with application materials.		
<b>ALL RELEVANT INFORMATION IS SUBJECT TO VERIFICATION</b>		
Complete application in exact accordance with instructions on how to complete the work history. Describe background in full and make certain application is signed and dated by applicant. Applications must include a telephone number where the applicant can be reached during the daytime. Incomplete applications, applications with insufficient detail, or applications that are otherwise unacceptable may be returned and can result in applicants not being considered for the position.		
<b>APPLICATIONS MUST BE RECEIVED NO LATER THAN THE DEADLINE TO:</b> PERSONNEL OFFICE ASPIRE BH & DD SERVICES 1120 WEST BROAD AVENUE, SUITE C6 P.O. BOX 1988 ALBANY, GA 31702-1988 (229) 430-4433 / FAX (229) 430-1719  An applicant who has a disability which requires special accommodation should contact HR at (229) 430-4433 PLEASE NO PHONE CALLS. Due to the large volume of applications we are unable to provide information on application status. All qualified applicants will be considered but may not receive an interview. Only applicants selected for an interview will be notified.		
<b>TYPE OF RECRUITMENT:</b> (Mark type of recruitment. More than one type may be selected.) <input checked="" type="checkbox"/> This announcement is open to all qualified applicants. <input checked="" type="checkbox"/> This announcement is open to all current Aspire employees who meet minimum qualifications for the position.		
Aspire BH & DD Services does not refuse services or employment to anyone based on race, color, national origin, gender, disability, age, or religious or political opinions or affiliations.		