



Please join our Mercer Council on Alcoholism and Drug Addiction professional team! We are a passionate group that is focused on assisting our Mercer County community with prevention and harm reduction. The Mercer Council team are all trained and/or certified in evidence-based prevention and early intervention programs. Our team members come from diverse career backgrounds as teachers, social workers, case managers, public health educators, certified prevention specialists, National Certified Peer Recovery Support Specialists, and/or licensed mental health professionals. Our core values include integrity, teamwork, empathy, accountability, relevance and commitment to those we serve and one another.

Position Title: Metro Employee Assistance Program/Employee Assistance Program Therapist

Salary Range: PER-DIEM (Reimbursement will be provided during the interview process)

Other Perks: Flexible hours, flexibility with growing the program in the community, access to an office space when providing EAP services, free clinical supervision for new LAC and/or clinical consultation if requested by an appropriate terminally licensed therapist. Great position as a supplemental income or for an entry level person to gain experience in the field. Access to training and/or support to get scholarships due to the nonprofit status. **This role is designated as a part time position with the agency.**

History of the Position: Mercer Council has been providing in-person EAP therapy to area employers for 45 years. Unlike other National EAP programs, Mercer Council offers the option of teletherapy in addition to in-person therapy and has excellent connections to local area treatment centers.

Core Responsibilities:

- Provide Short Term Solution Focused Brief Therapy (2-6 sessions) to clients and their family members that have the EAP benefit contract with Mercer Council.
- Assess client/member's immediate clinical needs and utilize appropriate clinical tools to provide services and/or provide appropriate referrals to the right level of care.
- Provide informed consent and review that all paperwork has been completed by new clients.
- Follow all legal and ethical requirements for: documentation of sessions/contact, how to provide telehealth (when appropriate), protecting confidentiality, and mandated reporting. Maintain clinical records in a timely manner and other necessary clinical documentation. Maintain separate records for holders of Commercial Driver's Licenses and follow the requirements of that program.
- Respond in a timely manner to all inquiries from potential clients, their families, and/or their employers.



- Maintain close contact with treatment resources throughout the treatment process. Arrange for a back-to-work conference with the employer when necessary.
- Provide follow-up services and appropriate referrals as needed; i.e. assist in arranging for aftercare in the Mercer County area.
- Experience with implementing suicide assessments and using the Mercer County Mobile Crisis Center when appropriate.
- Understand legal requirements for when to breach confidentiality and/or report if a client has access to firearms to law enforcement.
- Provide workshops and psychoeducational training when requested by employers.
- Track all direct and indirect hours that will be submitted bi-weekly to coincide with Mercer Council's payroll processing.
- Arrange for the distribution of brochures and newsletters concerning the program twice yearly at the workplace; Arrange for brochures to be mailed home if the employer is willing to undertake the costs.
- Be knowledgeable and comfortable using: HIPAA compliant teletherapy platform, Microsoft Access Database, and Google Workplace products.

Essential Qualifications:

- NJ License: Current valid, unrestricted independent professional licensure to practice per state regulations in one or more is required: LAC, LPC, LMFT, LCSW, LISW, LCMHC, LCPC, LMHC or Clinical Psychologist.
- Minimally a Master's degree in a counseling or mental health profession required.
- Have your own liability insurance.
- Experience with creating and providing psychoeducational content for the public using evidenced based research/practices.

Preferred Qualifications:

- Bilingual candidates will be preferred (Spanish, Polish, Hindi, Urdu, Arabic, French).
- Experience working with Substance Use Disorders and/or a valid, unrestricted NJ LCADC along with the essential license described above will be preferred.
- Bicultural and all gender candidates are encouraged to apply.
- Experience with crisis intervention will be preferred.
- Knowledge of Mercer County resources and providers is helpful.

Application Process:

For more details or to submit a resume and short cover letter, please send an email with attachments to our Executive Director, Margarita Leahy (mleahy@mercercouncil.org).