



Please join our Mercer Council professional team! We are a passionate group focused on assisting Mercer County and the surrounding community with prevention and harm reduction. Our team members come from diverse career backgrounds as teachers, social workers, case managers, public health educators, certified prevention specialists, nationally certified Peer Recovery Support Specialists, and licensed mental health and addiction professionals. Our agency's core values include integrity, teamwork, compassion, empathy, accountability, relevance, and commitment both to those we serve and to one another.

Position Title: Clinical Service Coordinator (Licensed Therapist, Substance Use Evaluator, CPRS Clinical Supervisor)

Reports to: Executive Director

History of the Position: Mercer Council has provided support and harm reduction through substance use evaluations to the New Jersey Juvenile Justice Commission (JJC) for over 22 years, and has provided the Metro Employee Assistance Program (EAP) for 45 years. We ensure that committed juveniles, adolescents and young adults (ages 14-22) receive the correct level of care by using evidence-based guidelines provided by the American Society of Addiction Medicine for Substance Use Disorders. Most evaluations will be conducted throughout New Jersey JJC sites. The EAP program is hybrid, with on-site, in-office, and virtual environments. CPRS clinical supervision occurs virtually.

Hours: Part-time, 10-20 hours weekly

Salary range: Based on employment status and licensing/certifications

Other perks: Mercer Council provides access to training and support to receive scholarships due to our non-profit status, which can mean free CEUs to maintain licenses and certifications. Report-writing can be completed on-site, at the Council office, or at home as long as confidentiality guidelines are followed.

Core JJC Responsibilities:

- Thoroughly complete a biopsychosocial substance abuse assessment by interviewing juveniles (ages 14-22) in person
- Review collateral information from JJC intranet site to assist with biopsychosocial report
- Educated and skilled at applying ASAM criteria for referral/recommendation of the juvenile to appropriate level of care
- Complete a thorough, timely report indicating severity of substance use using ASAM criteria to be reviewed by Wednesdays for JJC Classification Board

- Understanding of Transtheoretical Stages of Change model to address juvenile's readiness for change
- Trained in DSM V to provide assessment focused entirely on Substance Use Disorder
- Trained to use SASSI and other substance use screening and evaluative tools

Core MEAS (EAP) Responsibilities:

- Provide Short-Term Solution-Focused Brief Therapy (2-6 sessions) to clients and their family members under the EAP benefit contract
- Assess the client's immediate clinical needs and utilize appropriate clinical tools to provide services and/or referrals to appropriate level of care
- Respond promptly to all inquiries from potential clients, their families, and/or their employers
- Maintain clinical records and other necessary clinical documentation
- Follow all legal and ethical requirements for documenting sessions and contact, providing telehealth when appropriate, maintaining confidentiality and mandated reporting standards
- Provide workshops, psychoeducational trainings, and postventions for shared adverse events, when requested by employers of contracted agencies

Core CPRS Clinical Supervisor Responsibilities:

- Provide monthly check-in sessions to assess CPRS self-care, relapse prevention, resources, and critical/ethical decision-making
- Provide support and insight around emotional reactions that may occur due to the nature of their work
- Follow all legal and ethical requirements for brief session documentation

Essential Qualifications:

- A current, valid New Jersey licensure to practice per state regulations, in one or more of the following: LCADC, LPC, LCSW, LCMHC, LCPC, LMHC, or Clinical Psychologist
- Must pass criminal background and fingerprint check
- Must have a valid New Jersey Driver's License with valid auto insurance
- Must carry personal liability insurance

Preferred Qualifications:

- Bilingual candidates will be preferred (Spanish)
- Trained in CPRS supervision
- Trained in using ASAM criteria and experience evaluating Substance Use Disorders
- Experience administering SASSI, ASI, CSSR-S, CAMS and other evaluation tools
- Approved Clinical Supervisor (ACS) or Certified Clinical Supervisor (CCS)
- Experience with crisis intervention

Application Process:

Submit a resume, general job application (found at mercercouncil.org/jobs) and a short cover letter; please send an email with all requested attachments to jobs@mercercouncil.org.