

The position of Program Manager is currently open for all interested applicants. A cover letter and a current resume should be submitted to George Ann Fuller, email: gfuller@capmgm.com or fax: 334-265-0475. They may also be dropped off in the Administrative Bldg. or mailed to 1153 Air Base Blvd., Montgomery, AL 36108. The Chemical Addictions Program, Inc. is an Equal Opportunity Employer.

POSITION TITLE: Program Manager

CLASSIFICATION: Clinical (Management/Exempt)

WORK SCHEDULE: May require some weekend or evening duty. On call when directed

RESPONSIBILITIES: Assists the Clinical Director in the oversight and administration of clinical services. Ensures compliance with Department of Mental Health and Mental Retardation (DMH/MR) certification standards in consultation with the Compliance and Training Officer. Interviews applicants for clinical positions. Provides training and supervision for Program Therapists in consultation with the Compliance and Training Officer. Assists in conducting assessments. Provides direct clinical service backup for Floater Therapists. Conducts weekly clinical staff meetings. Provides in-service training for clinical staff in consultation with the Clinical Director and Compliance and Training Officer. Provides important networking interactions with outside agencies such as Juvenile Detention, Department of Youth Services (DYS), the Department of Human Resources (DHR), Board of Education, and the Department of Mental Health and Mental Retardation (DMH/MR); Performs case management responsibilities including conducting human service needs assessments; performs other duties as assigned. Regular travel is required to satellite offices.

QUALIFICATIONS: Master's degree in counseling, psychology or related field required; 3-5 years progressive responsibility in clinical services to include treatment planning, individual and group therapy, and networking with community partners/providers; Supervisory experience preferred. Licensure as a Licensed Professional Counselor (LPC) highly desirable.

SUPERVISOR: Clinical Director

Employee Signature

Date