



# DeKalb County Accountability Courts

## Counselor Position

**Job title:** Counselor

**Work Location:** Decatur, GA

**Agency:** DeKalb County Accountability Courts

**Reports to:** Clinical Coordinator

Full-time     Contractor (up to 40 hours per week)  
 Part-time

Exempt  
 Nonexempt

### Essential Duties and Responsibilities:

With a focus on high-risk individuals, the Counselor will provide individual counseling for Accountability Court participants and facilitate evidence-based curriculums in group settings.

- Develop and update individual treatment plans
- Maintain supporting documentation for participants
- Work within a multi-disciplinary Accountability Court Treatment Team to monitor participants' progress throughout program
- Available to conduct evening groups 2-3 nights per week
- Attend weekly court sessions (times may vary)
- Maintain confidentiality regarding all participants, conversations and referrals
- Maintain compliance with all department/program policies and procedures
- Conduct random drug screens (via same sex observations)

### Education and/or Work Experience Requirements:

Minimum Requirements: Bachelor's degree in Social Work, Psychology, Public Health, Criminal Justice or related field preferred. LMSW, LCSW, LAPC, LPC or CAC required. A minimum of two years of experience working within the criminal justice system, addiction counseling or related field. Prefer direct experience working within an accountability court model, and experience with delivering evidence-based practices. Preference will be given to those who are **certified** in Thinking for a Change, CBI- SA (University of Cincinnati), and/or MRT.

### Skill Requirements:

- Excellent verbal, listening and written communication skills, including ability to effectively communicate with internal and external customers
- Effective conflict resolution and negotiations skills
- Effective stress and time-management skills
- Basic computer proficiency (MS Word, MS Outlook, Internet, etc.)
- Sound work ethics, fairness and cultural sensitivity

### Application Instructions:

***Please submit a cover letter, resume, salary summary and references to the Accountability Courts Director, Fredericka Dent (fsdent@dekalbcountyga.gov) and copy Deputy Director, Connie Morris (cfmorris@dekalbcountyga.gov).*** Position(s) are open until filled.

**NO PHONE CALLS PLEASE**