

**MONTGOMERY COUNTY DEPARTMENT OF
COMMUNITY SUPERVISION AND CORRECTIONS**

**ADULT PROBATION
JOB POSTING**

JOB TITLE: Licensed Chemical Dependency Counselor (LCDC)

SALARY: \$15 - \$20/hour

An unofficial Job Description outlining the basic responsibilities and requirements is attached

OFFICIAL DEPARTMENT APPLICATION MUST BE SUBMITTED TO:

HR Specialist
2245 N. First
Conroe, TX 77301
Fax: 936-538-8275
brenda.chapin@mcdcsc.org

**MUST PROVIDE COPY OF TRANSCRIPT AND REQUIRED LICENSE TO BE ELIGIBLE FOR AN
INTERVIEW**

APPLICATION WILL BE ACCEPTED UNTIL POSITION IS FILLED

After receiving a conditional offer of employment, applicant(s) must pass a drug screen before becoming employees of Montgomery County Department of Community Supervision & Corrections (Adult Probation). New hire drug screen will be paid by Montgomery County Department of Community Supervision & Corrections (Adult Probation). Any additional cost will be the responsibility of the applicant.

ALL MONTGOMERY COUNTY WORKPLACES ARE TOBACCO FREE

**The MONTGOMERY COUNTY DEPARTMENT OF COMMUNITY SUPERVISION AND
CORRECTIONS (Adult Probation) is an Equal Opportunity Employer.**

05.07.18

**MONTGOMERY COUNTY DEPARTMENT
OF
COMMUNITY SUPERVISION AND CORRECTIONS**

JOB TITLE: Licensed Chemical Dependency Counselor (LCDC)
Part-time; Evenings

SALARY: \$15 - \$20/hour

BASIC RESPONSIBILITIES:

The LCDC is responsible to the Deputy Director of Counseling Services for the direct provision of chemical dependency counseling. This position is responsible for providing therapeutic interventions designed to assist clients to successfully complete court ordered substance abuse treatment or other required treatment.

EXAMPLE OF DUTIES:

- Conducts orientation for individuals referred for substance abuse services.
- Provides clients with individual and group counseling and case management services.
- Maintains up-to-date client record documentation.
- Monitors and notifies Deputy Director of potential psychological crises with clients that may necessitate further intervention.
- Develops referral linkages with community resources.
- Performs other assigned duties.

QUALIFICATIONS:

- Bachelor's Degree in counseling or related field is preferred.
- LCDC license from the state of Texas required, or may hold a clinical license such as LMSW, LPC, or LMFT.
- Demonstrated ability to facilitate therapeutic counseling for individuals and groups.
- Good working knowledge of basic computer functions.
- Good oral and written communication skills.
- Demonstrates high degree of integrity and ethical standards.

Additional Requirements:

- Must be able to work evenings and weekends
- Must possess a valid Texas Driver's License
- Must pass criminal background check
- Must be eligible to legally operate department provided vehicles in accordance with state law