

## JOB DESCRIPTION

**Title: FORENSIC SUBSTANCE ABUSE COUNSELOR**

**Location: BERKS COUNTY PRISON**

**Requirements:**

Masters degree in related social service field with at least three months direct counseling experience (or relevant internship); or Bachelors degree in a related social service field with at least one year direct experience (or relevant internship); CAC and/or licensure preferred

**Accountability: BCC Forensic Liaison at Berks County Prison**

**Responsibilities:**

1. To provide screening and assessment of inmates both individually and as part of a group psychoeducation process.
2. To provide individual and group counseling to inmates.
3. To effectively complete all required clinical documentation related to outpatient treatment standards.
4. To participate in individual and group supervision as required.
5. To work cooperatively with the BCC Forensic Liaison and the Medical Director.
6. To attend training and conferences as required.
7. To facilitate Early Recovery Support Groups.
8. To complete Level of Care Assessment according to Pennsylvania Client Placement Criteria as requested.
9. To participate in assuring each inmate has an appropriate aftercare, relapse prevention, and discharge plan.
10. To prepare all statistics and reports as required.
11. To respond to clinical crises as appropriate.

---

Counselor

Date

Forensic Liaison

Date