



## HAMPDEN COUNTY SHERIFF'S DEPARTMENT



### COUNSELOR (GRANT)

**General Statement of Duties:** The Substance Use Counselor is responsible for creating individualized service plans, and the development and facilitation of educational and treatment groups for the Substance Use Disorder Unit and the Main Institution. The Substance Use Counselor establishes and maintains a counseling relationship with inmates confined to this facility; assesses and analyzes pertinent information for the purpose of developing individualized service programs, which address both institutional and community concerns; establishes and maintains relations with the community to enhance program services; maintains relevant information and submits reports as necessary to perform duties to promote the effective and efficient operation of the institution in accordance with the prescribe policies, procedures and mission.

#### **Qualifications:**

Master's degree in psychology, social work, counseling rehabilitation, or related human service field preferred; or a Bachelor's of Science Degree with equivalent experience required.

Ability to communicate with program participants, program staff, and other criminal justice and treatment professionals in a clear, direct, and respectful manner. Ability to facilitate class/groups and develop lesson plans. Alcohol and drug counseling certified (CAC), (CADC), (LADC), (LADC II), or eligible for license or certification. Bilingual skills in speaking, writing, and reading English and Spanish are preferred.

**Starting Salary: \$60,121.76 Annually**

**Work Schedule: Sunday – Tuesday & Thursday; 8:00am – 4:00pm;  
Wednesday 12:00pm - 8:00pm**

**Work Location: Hampden County Correctional Center, Ludlow, MA.**

**Send current resume and cover letter by July 8, 2022 to:  
Employment Manager, Gregory Pytka at [recruiting@sdh.state.ma.us](mailto:recruiting@sdh.state.ma.us)**

**Or mail to: Hampden County Sheriff's Department  
Human Resources Office  
627 Randall Rd.  
Ludlow, MA 01056-1079**

***Applicant subject to background investigation, drug screening and medical clearance.***

*The Hampden County Sheriff's Department proudly supports equal opportunity for all people, regardless of race, color, religion, gender, age, national origin, and any other category protected by law.*