



AIDSAlabama  
Housing Is Healthcare

## Job Description ~ Open Position: *Living in Balance Chemical Addiction Program (LIBCAP) Therapist*

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| Reports to               | Living in Balance Chemical Addiction Program Supervisor  |
| Benefits Include         | Zero cost for single/individual BCBS medical, life, AD&D, STD, and LTD; Cafeteria Plan (FSA & DCA); optional dental and vision; retirement with 50% match; generous paid time off and extended leave; 15 recognized holidays; and more.  |
| Salary Range             | \$44,200 (limited experience) -- \$52,200 (significant experience), annually.  |
| Minimum Requirements     | Must have a Master's degree in social work, psychology, counseling, or other behavioral health field and be license-eligible; Current Alabama Driver's License, good driving record, acceptable auto insurance limits, and proof of COVID-19 vaccination(s). Must successfully complete and pass pre-employment process. |
| Preferred Qualifications | Substance abuse experience in the Alabama Department of Mental Health system. LICSW or LPC.  |
| Overall Mission          | To provide mental health/social work treatment for the AIDS Alabama Living in Balance Chemical Addiction Program to help consumers live as independent, healthy and productive a life as possible and to prevent the spread of the HIV virus.  |

### Areas of Responsibility

1. Provide substance abuse assessments and screenings to individuals receiving services in the Living in Balance Chemical Addiction Program.
2. Provide group and individual therapy to enrolled program participants.
3. Create Master Treatment Plans for all clients of the program based on ASAM Placement Assessment summaries.
4. Ensure individualized care is provided to all clients of the program.
5. Use the agency's electronic health record to ensure documentation of all services, including treatment planning, progress notes, periodic assessment updates, treatment review forms, etc.
6. Ensure that all documentation is completed and submitted to administrative staff within 24 hours of services provided.
7. Complete all billing documentation as required by Alabama Medicaid, Alabama Department of Mental Health Administrative Code Standards, Ryan White Program Standards, and Substance Abuse Mental Health Services Administration standards to support and billing or reporting required.
8. Practice consumer-centered, recovery-oriented treatment and adhere to harm reduction principles.
9. Must complete all required trainings, which includes CPR and First Aid within fifteen days from hire.
10. Participate in Programs meetings.
11. Must maintain professional licensure and professional liability insurance at all times.
12. Other duties as assigned.

### Work Environment

1. Schedule: Work hours are full time, and occasionally include nights, weekends, and travel.
2. Physical: May lift up to 50 lb. occasionally; long periods of standing, stooping, bending, and sitting. Employee must be able to climb stairs, read documents and respond to written communication, and able to hear and understand the English language.
3. Cultural: Must be comfortable working with individuals and/or family members living with HIV (or other STIs), as well as those with impaired cognitive behaviors, individuals experiencing homelessness, LGBTQ individuals, and members of various racial/ethnic communities.

### Overall Expectations

The employee will be expected to represent the agency in person and through all other methods of communication in a way that reflects the agency's mission. Staff are expected to adhere to all AIDS Alabama Policies, Procedures, and Guidelines (including, but not limited to, Human Resources, Finance, Operational, and Housing) as presented and as

adapted. The employee will establish a strong, solid line of communication with all levels of staff and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, community members, and external business partners. Candidates must be willing and able to complete all training in obligatory timeframes. Staff participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Be aware that any breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama expects staff to create a safe space where all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

**AIDS Alabama is an equal opportunity employer.**

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Employee's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources signature

\_\_\_\_\_  
Date