

Sisseton-Wahpeton Oyate

Job Description

Job Title: Chemical Dependency (CD) Technician

Reports to: MSPI Day Treatment Program Manager

Summary:

Provide supervision to clients in treatment to abide adherence to the MSPI Day Treatment Program policies and procedures. The CD Technician shall be supervised by the Day Treatment Program Manager and shall be subject to the Sisseton Wahpeton Oyate policies and procedures.

Essential Functions:

- Document and monitor client's attendance, attitude, and progress at all scheduled meetings and treatment functions.
- Be alert to clients, health, welfare and safety and make proper referrals and contacts when necessary.
- Enforce the MSPI Day Treatment program client rules and responsibilities and document through corrective action form any rule infractions and report incidents to the Treatment Coordinator and assigned Counselor.
- Assist in assigning and supervising daily client food preparation and housekeeping schedule.
- Monitor the completion of client's assigned food preparation and housekeeping activities.
- Maintain daily written reports of clients' progress, including any problems, negative attitudes or behaviors or inappropriate comments which contradict treatment efforts and submit reports to assigned staff.
- Attend and participate in all staff meetings, in-service trainings and workshops sponsored by the MSPI Day Treatment Program.
- Maintain and use the daily log as a communication tool for the treatment team.
- Normal working hours will vary. All CD Technician positions are on a flex schedule.
- Transport clients to outside activities, such as Exercise hour, A.A. meetings, sobriety activities, cultural activities and any emergency situations that should arise.
- Perform other duties as assigned.

Job Qualifications:

- A high school diploma or GED is required
- Must possess good communication skills verbal and written.

Job Requirements:

- Adequate understanding about addictions and various recovery methods, i.e. 12-step, Matrix

Model and Red Road concepts.

- Must complete a 90-day probationary period.
- Must have two years of verifiable sobriety, commitment to maintain an alcohol/drug free lifestyle and submit to random alcohol and drug testing.
- The ability to respect confidential information, as specified in 42 CFR Part 2, the federal confidentiality regulations.
- Valid South Dakota driver's license, valid tribal driver's license and appropriate auto liability insurance.
- Must have a telephone, either home or cellular, within 30 days of employment and maintain it.
- Able to set limits with clients, to prevent enabling their disease process.
- Applicant must consent to and pass a criminal background check and character investigation pursuant to the Indian Child Protection and Family Violence Prevention Act P.L. 101-630 (no convictions for a crime against a child or another person).

Approved



Date

