



JOB ANNOUNCEMENT UNION Position

TITLE: Relief Counselor
PROGRAM: All Programs
SALARY: \$11.78 hour (SF)

PRIMARY RESPONSIBILITIES:

Under the supervision of the Program Director or the Assistant Director, Relief Counselors provide support and assistance to clients at adult psychiatric transitional and acute residential treatment programs. Generally, Relief Counselors advocate for and respond to clients' treatment and rehabilitation needs. Specific functions are outlined in the job description.

Duties include: performance of intake interviews; group, individual, and family counseling; treatment plan development and implementation; coordination of activities; discharge planning; and developing and maintaining contact with clients' therapists and related treatment programs. In addition, the counselor is required to maintain clinical records and to perform minor household repair and cleaning tasks. Candidates must be willing to work a flexible schedule, including some weekend and overnight shifts.

MINIMUM QUALIFICATIONS:

Experience in residential treatment and/or knowledge of social rehabilitation is preferred, but not required. Must be able to communicate effectively both orally and in writing. Must demonstrate an acceptable level of maturity, good judgment and emotional stability. Must be able to negotiate several flights of stairs during each work shift.

Before commencement of employment, must submit to a fingerprint check and health screening exam in order to obtain clearance from the State Dept. of Social Services, Community Care Licensing. **Employment is contingent upon meeting the above minimum qualifications.**

SEND RESUME TO:

Human Resources Manager
368 Fell Street
San Francisco, CA 94102
fax: 415-861-0257
kscripps@progressfoundation.org

Visit our website at www.progressfoundation.org

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