

COUNSELOR AIDE

Job Description:

- The Counselor Aide may assist with the following counseling responsibilities: screening, intake, orientation, referral, counseling, crisis response, patient education, case management, reporting and record keeping, and consultation with other professionals.
- Participates in Program administrative and clinical committees as assigned.
- Represents agency to the community.
- Performs Quality Assurance activities.
- Other duties as assigned by supervisor.
- With the training and experience gained in the Counselor Aide position, you can grow within the culture of comprehensive and clinically progressive services at Helio Health.

Qualifications:

- High School Graduate/Equivalency
- Knowledge of addiction/recovery and/or behavioral health self-help group process and principles of counseling.
- Ability to relate effectively with staff, clients & professional community
- Excellent verbal and written communication skills
- Sound judgment and cultural competency
- Proficiency with basic computer applications
- Valid NYS Driver's License, based on service setting
- Evening/Night shift availability preferred

Our Comprehensive Employee Benefits Package Includes:

- Health insurance for employees and families including domestic partners
- Dental insurance
- Flexible Scheduling
- Paid vacation leave - No Waiting Period for Accruals!
- Paid sick leave - No Waiting Period for Accruals!
- Paid holidays, including birthday holiday
- 401 (k) plan - No Waiting Period for Enrollment!
- Company-paid short-term disability insurance
- Company-sponsored life insurance Employee Assistance Program (EAP)

Helio Health provides equal opportunity to all employees and applicants for employment, without regard to race, creed, color, sex (including pregnancy, gender identity and sexual orientation), parental status, religion, national origin, citizenship, status as a victim of domestic violence, age, military or veteran status, handicap or disability, family medical history or predisposing genetic characteristics or carrier status, marital status, family status, political affiliation, felony conviction record, status as a victim of a crime, or status as an employee who has complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit, or any other categories, status or activity protected by federal, state or local Law.