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DEPARTMENT OF LAW AND PUBLIC SAFETY
Juvenile Justice Commission
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June 20, 2024
NOTICE OF JOB VACANCY
JJC #103-24

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Juvenile Justice Commission, for applicants who meet the requirements specified below:

TITLE: Substance Abuse Counselor 2

SALARY: \$62,836.72 to \$89,042.11

LOCATION: [Juvenile Justice Commission](#)
Warren RCH
509 Brass Castle Road
Oxford, NJ 07863
One (1) Vacancy

AND

[Juvenile Justice Commission](#)
New Jersey Training School
471 Grace Hill Road
Monroe Township, NJ 08831
Four (4) Vacancies

NUMBER OF POSITIONS AVAILABLE: Five (5) – Location preference is required.

DUTIES: Under direction of a Supervising Substance Abuse Counselor or other supervisory official in the Juvenile Justice Commission, acts as a team lead to other Substance Abuse Counselors, provides direction, consultation, and support to the team and maintains a caseload of clients for Substance Abuse Counseling. Provides intake, assessment, outreach, and aftercare counseling services and documents accordingly. Does other related duties, as required. Please see the Civil Service Commission (CSC) job specification for additional information: info.csc.state.nj.us/jobspec/63115.htm

REQUIREMENTS

CERTIFICATION: Applicants must possess a certificate as a Certified Alcohol and Drug Counselor (CADC), issued by the Board of Marriage and Family Therapy Examiners, New Jersey Division of Consumer Affairs, Department of Law and Public Safety.

NOTE: Applicants who possess the credentials as a Licensed Clinical Alcohol and Drug Counselor (LCADC) are considered to have met the above certification requirements.

EXPERIENCE: Two (2) years of experience in counseling or social work having responsibility for gathering and analyzing social or health information from clients, determination of their needs and planning and carrying out of a treatment plan geared to needs of individual clients, one (1) year of which shall have included experience with persons addicted to drugs or alcohol in a narcotic or alcohol treatment, prevention, and/or rehabilitation program.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

SPECIAL NOTE: Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting CSC eligible list are subject to removal.

RESUME NOTE: Eligibility determination will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

HOW TO APPLY: If qualified, please send a cover letter indicating interest in job vacancy announcement #103-24 and location preference, proof of CADC or LCADC and a current resume to the Recruitment Officer at jjcrecruitment@jjc.nj.gov on or before the closing date of **July 20, 2024**.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply



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