

GENESEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.

JOB VACANCY

TECHNICIAN

SUPERVISION: Residential House Manager/Operational Manager or his/her designee

DUTIES:

Responsible for smooth operation/supplying coverage of the residents across GCASA's Residential programs including but not limited to the following tasks:

- Perform admitting and charting tasks
- Complete daily cleaning tasks
- Assist urine testing and breathalyzing residents and complete all required documentation
- Assist clients with daily tasks
- Perform searches of person, property, and/or buildings as needed
- Distribute food and utensils in the Dining Room, monitor clients and assist in clean up after meals
- Respond to emergencies on the unit as part of a team
- Answer phones as needed
- Transport clients as needed
- Communicate to staff regarding daily events and review and document in the shift log
- Interact with residents with a productive and healthy nature to support recovery
- Participate in resident's treatment programming as needed (i.e. Morning Mediation, group activities, shopping trips, etc.)
- Conduct rounds of the building every hour
- Account for all residents, at all times during shift
- Communicate to House Manager/Operational Manager or Director of Residential Services any problems or concerns in a timely manner
- Overnight tech is responsible to be awake/alert and perform rounds as required throughout the overnight hours.

Residential program is a 24/7 program and all shifts must be covered to include holidays, evenings, and weekends. Shift differential offered to overnight shift.

QUALIFICATIONS: High School diploma or equivalent. Must have interest in working with clients struggling with substance use disorder issues within the scope of a residential program. Good communication skills and basic skills computer skills required. Two years' experience with individuals suffering with substance use disorder or behavioral health issues preferred. Knowledge of Universal Precautions, First Aid and CPR preferred. Must be addiction free, including nicotine. Strict adherence to confidentiality of all information related to the residents and agency. Pre-employment background/post offer drug screening required. Valid NYS license preferred and method of transportation necessary. This is an hourly nonexempt job. EOE

LOCATION: 424 East Main Street, Batavia, NY 14020

FOR MORE INFORMATION OR TO APPLY:

Apply online with a cover letter and resume to:

GCASA, Attn: Human Resources

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: kcorcoran@gcasa.org

POSTED:

07/02/2023

DEADLINE:

ASAP

Genesee/Orleans Council on Alcoholism and Substance Abuse does not discriminate on the basis of race, creed, color, national origin, sexual orientation, age, disability, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.