

MERIDIAN SCHOOL DISTRICT

JOB DESCRIPTION

SUBSTANCE ABUSE INTERVENTION SPECIALIST

JOB SUMMARY

Depending upon individual assignment the Substance Abuse Intervention Specialist may perform all or a combination of the following duties.

Employees may be transferred or reassigned to other Substance Abuse Intervention Specialist positions or locations, depending upon the needs of the district. This position is represented by the Meridian Classified Employees Association (MCEA) and is in the Professional-Technical classification.

MINIMUM QUALIFICATIONS

Education and Experience

Washington State certified chemical dependency counselor or certification in a school counseling or certification in school social work or other experience or training that will fulfill the job duties. Experience working with school age children. Supervised work experience in a state certified alcohol/drug treatment agency or equivalent school program.

Licenses/Special Requirements

Satisfactory background clearance results (fingerprinting required); proof of ability to work in the United States; depending on assignment, valid Washington State driver's license, district Type 2 drivers certificate, CPR & first aid cards may be required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Attend appropriate meetings and provide case consultation to teachers, counselors and administrators.
2. Facilitate support groups to students and parents.
3. Provide services that may include initial assessment, referral for treatment, referral to support groups, aftercare, development and supervision of student mentor program/s, and on-going staff training.
4. Maintain adequate documentation and reports.
5. Have working knowledge of Washington State laws and regulations and school district drug and alcohol policies/procedures.
6. Attend appropriate grant and regional Intervention Specialist training classes/ workshops.
7. Communicate regularly with and participate in local task forces.
8. Maintain visibility with students and assist as needed with student supervision.
9. Participate in school functions, such as drug awareness week, health fairs, peer helpers, etc.
10. Perform other duties as assigned and in compliance with Intervention Specialist services.
11. Other responsibilities may include, but are not limited to: consulting with grade school, middle school, and high school counselors, administration, and parents.
12. Serves as member of instructional team of the District; performs related duties consistent with the scope and intent of the position.
13. Respects confidentiality of information.
14. Performs other related tasks as designated by the building administrator.

MENTAL DEMANDS

Requires ability to read and write sufficiently to follow written instructions, understand classroom instructional materials, complete written reports, records, etc.; requires basic math skills; experience frequent interruptions; requires dealing with a wide range of student behaviors and academic abilities, or with a wide range of physical or emotional disabilities; requires patience and understanding when working under stressful situations in a classroom setting and when working with students with special needs; may be required to calm distraught, angry or hostile students; requires adaptability and flexibility to different student learning and behavioral styles and abilities; requires cooperation and ability to work as a team member; requires organizational skills.

PHYSICAL DEMANDS

Requires standing for prolonged periods; may be exposed to infectious diseases carried by students; exposed to student noise level; may require lifting and positioning equipment, books and supplies with extensive wrist, arm movement flexibility, twisting upper torso and neck and slight bending forward without restrictions; occasional bending at waist to floor; lifting/carrying objects weighting up to ten pounds constantly, must be able to assist in the lifting of 25 lbs. – assistance for heavy lifting/carrying/pushing/pulling available; requires good visual and hearing ability; occasional prolonged exposure to visual display terminal; may require restraining out of control students;. Event supervision may require working outdoors in inclement weather. Depending upon assignment and prerequisite trainings, may require application of physical restraint techniques, may require assisting students with physical activities.

The Meridian School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Title IX, ADA, and Compliance Coordinator (RCW 28A.640/28A.642) David Forsythe, Assistant Superintendent, 214 W. Laurel Rd., Bellingham WA 98226. 360-398-7111. Section 504 questions and complaints can be directed to Dr. Carolyn Jenkins at 214 W. Laurel Rd., Bellingham WA 98226. 360-398-7111.

The Meridian School District is a drug-free/tobacco-free workplace. All new employees must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. All employment is considered temporary until receipt of a satisfactory check.