

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

Fax: 603-628-6065

WEB SITE: www.ManchesterNH.gov



YOUTH SERVICES COUNSELOR

(Announcement No. R-067-14)

Grade 18

Starting Salary: \$45,690.62 per year – plus extensive benefits package

Exempt

Must be able to work non-standard hours, nights and weekends

THE JOB:

Provides crisis intervention, short term counseling, substance abuse assessments, prevention services and appropriate referrals to various populations of juveniles and their families. Operates as a member of the Office of Youth Services Team by supporting and consulting with other team members under the supervision of the Director; maintains on-going relationship with law enforcement officials and representatives of the juvenile court system. Performs related duties.

MINIMUM

QUALIFICATIONS:

Master's Degree in Counseling or a related field and 3 years experience in youth service programs, criminal justice, education or social services; or an equivalent combination of training and experience. May require State Certificate in Alcohol and Drug Abuse Counseling or in Alcohol and Other Drug Use Prevention. Fluency in Spanish strongly desired.

NOTE: Offer of hire conditional on candidate's ability to complete essential job functions, with or without accommodations, as determined by medical exam.

APPLICATION

PROCEDURES:

Although submission of a resume is optional, candidates must complete a City of Manchester Employment Application, available at above address.

OPENING DATE: Monday, December 15, 2014

CLOSING DATE: Open until filled

OFFICE HOURS:

Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****

THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST