

Jurisdictional Class: Competitive
Adopted: August 8, 1986
Revised: May 3, 2010

CHEMICAL ABUSE REHABILITATION AIDE

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class assists in a variety of ways in the treatment and prevention of chemical abuse problems in a local area of the State. The work does not call for professional training or experience although employees are required to counsel abusers and other persons to the best of their ability and to assist them in obtaining more professional help where it is required. The work is performed under supervision of a higher ranking professionally trained employee. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Provides counseling and offers guidance to persons and their families in identifying chemical abusers;
Maintains records of interviews and transactions between clients and program officials;
Informs abusers of the legal, financial, medical, educational, and psychiatric services available;
Works with schools and colleges to set up chemical abuse programs;
Maintains liaison with various referral sources and service providers including inpatient treatment facilities, private practitioners, hospitals, clinics, social services providers, mental health treatment providers, criminal justice agencies, courts, and family members and coordinates services.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of the problems of those addicted to chemical abuse;
Good knowledge of the symptoms and physical signs of chemical abuse;
Working knowledge of the public and private agencies available to provide assistance to the addicted;
Ability to relate to and be accepted by chemical abusers;
Ability to follow oral and written directions;
Ability to prepare reports;
Empathy and a sincere sympathetic attitude toward chemical users.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and either:

- (a) One (1) year of post high school training in a human services field; or
- (b) One (1) year of experience working in a human services field; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.