



CERTIFIED ALCOHOL & DRUG COUNSELOR - OUTPATIENT

Full-Time | Onsite | 4-Day Workweek (32 Hours)

Approximately \$49,920.00 - \$68,400.00 annually based on credentials & experience



Work that supports recovery - on a schedule that respects your life.

At Addictions Recovery Center (ARC), we believe recovery transforms lives. As an Outpatient CADC Counselor supporting ARC's men's outpatient services, you'll play a vital role in helping individuals navigate substance use challenges, strengthen their recovery, and build healthier, more hopeful futures.

Through individual and group counseling, assessment, treatment planning, education, and ongoing support, you'll work alongside clients as they identify their goals, address barriers to recovery, develop healthy coping strategies, and create meaningful, lasting change. Using evidence-based practices and a compassionate, trauma-informed approach, you'll provide individualized care that recognizes each person's strengths, experiences, and unique path to recovery.

Working collaboratively with medical professionals, case managers, and a multidisciplinary treatment team, you'll help connect clients with the care, resources, and support they need both within ARC and throughout the community. More than providing clinical services, you'll build therapeutic relationships grounded in dignity and respect - helping create an environment where people feel supported, empowered, and capable of building the life they want in recovery.

Why You'll Love Working at ARC

- A true four-day, 32-hour workweek.
- Purpose-driven work helping individuals build the skills, stability, and confidence for lasting recovery.
- The opportunity to make a meaningful clinical impact through individualized, evidence-based addiction treatment.
- Collaborative, multidisciplinary teams that value your expertise and support your success.
- Opportunities to grow your skills and stay current with best practices in substance use disorder treatment.
- A culture rooted in dignity, transparency, and unconditional positive regard, where recovery isn't just what we do - it's who we are.



What You'll Do

You'll help individuals build the skills, stability, and support needed for lasting recovery while navigating treatment in an outpatient setting. Through evidence-based counseling, individualized treatment planning, and collaboration with a multidisciplinary care team, you'll help clients address barriers, strengthen coping skills, and make meaningful progress toward their recovery goals.

On a typical week, you will:

- Conduct assessments and develop individualized treatment plans based on each client's needs and goals.
- Provide individual and group counseling using evidence-based, trauma-informed approaches.
- Help clients build coping skills, overcome barriers, and make meaningful progress in recovery.
- Manage an assigned caseload while coordinating care with medical professionals, case managers, and community partners.
- Connect clients with housing, employment, healthcare, and other community resources and recovery supports.
- Provide education to clients and families about substance use disorders, recovery, and healthy coping strategies.
- Respond to urgent concerns and crisis situations with compassion and appropriate clinical intervention.
- Maintain accurate, timely clinical documentation and participate in case staffing with the multidisciplinary team.

Monday, 9:30 a.m.–6:30 p.m.; Tuesday, 8:00 a.m.–5:00 p.m.; and Wednesday–Thursday, 9:30 a.m.–6:30 p.m., with flexibility for additional coverage as needed.



As a CADC Counselor, you have the opportunity to meet people where they are and help them move toward where they want to be. Through assessment, counseling, treatment planning, and genuine therapeutic connection, you'll help clients understand their substance use, identify their strengths, and build practical skills for recovery.

You'll be there for the hard conversations and the breakthroughs - helping clients work through barriers, recognize progress, and turn treatment goals into meaningful changes in their everyday lives.

Through skilled counseling, individualized treatment, and meaningful therapeutic relationships, you'll help people overcome barriers, strengthen their recovery, and turn the possibility of change into lasting progress in their everyday lives.

Read on to see how this role could be the right fit for you.

CADC - OUTPATIENT

What We're Looking For

We're looking for a skilled, compassionate counselor who builds strong therapeutic relationships, communicates with empathy, and believes meaningful change is possible. You'll thrive in a collaborative outpatient environment, using your clinical skills to provide individualized treatment, help clients navigate barriers to recovery, and support lasting change.

Required Qualifications

- Current MHACBO Registered CADC I, II, or III certification.
- CGAC I or II certification, if applicable.
- Strong understanding of clinical practices and guidelines in addiction treatment.
- Ability to provide evidence-based counseling and therapeutic interventions.
- Strong communication, interpersonal, organization, and documentation skills.
- Ability to work effectively within a fast-paced, multidisciplinary treatment team.
- Skill in crisis intervention and trauma-informed care.
- Knowledge of HIPAA and 42 CFR Part 2 requirements and a strong commitment to client confidentiality and clinical integrity.
- Proficiency with Electronic Health Record (EHR) systems and other relevant software.

Preferred Qualifications

- Post-secondary education in behavioral health or a related field.
- Experience providing substance use disorder treatment in an outpatient or behavioral health setting.
- Experience facilitating individual and group counseling.
- Experience with assessment, treatment planning, case management, and care coordination.
- Knowledge of community resources and recovery supports.
- Spanish bilingual.



The Personal Qualities That Help You Thrive Here

- **Compassionate** - You meet clients where they are, building therapeutic relationships grounded in dignity, respect, and hope.
- **Grounded** - You remain calm and clinically focused through challenges, setbacks, crises, and difficult conversations.
- **Collaborative** - You work closely with counselors, medical professionals, case managers, and the broader care team to support each client's treatment goals.
- **Adaptable** - You adjust your approach as client needs evolve while keeping treatment individualized, responsive, and recovery-focused.
- **Insightful** - You listen carefully, recognize strengths and barriers, and use sound clinical judgment to help clients make meaningful progress.
- **Mission-Aligned** - You believe recovery transforms lives and are committed to helping people build the skills and stability for lasting change.

COMPENSATION & BENEFITS

At ARC, we believe caring for others starts with caring for our team. We offer a comprehensive, people-first benefits package designed to support your health, financial wellbeing, and work-life balance.

Compensation

- Approximately 49,920.00 - \$68,400.00 annually or a 32-hour workweek
- Pay is based on experience, demonstrated skills, and qualifications

Work-Life Balance

- Four-day workweek (32 hours) for all ARC staff
- 10 paid holidays each year (many convert to floating holidays if worked or if they fall on your regular day off)
- Vacation and sick time begin accruing immediately, with up to three weeks of vacation and two weeks of sick time earned during your first year

Health Coverage (ICHRA Model)

- As a full-time employee, you will be eligible for benefits on the first day of the month following your first 30 days of employment.
- ARC provides health coverage through an Individual Coverage Health Reimbursement Arrangement (ICHRA), which allows you to choose the individual health insurance plan that best fits your needs. For most employees, the majority of available plans are fully covered by ARC.

Employer-Paid Benefits

- Dental and vision coverage at no cost to you
- Family dental and vision included at no additional cost
- Long-term disability insurance
- Oregon Paid Leave coverage
- Basic life insurance equal to 1x your annual salary (no cost to you)
- Employee Assistance Program
- On-site employee support groups

Optional Voluntary Benefits

- Flexible Spending Accounts (FSA)
- Supplemental life insurance
- Critical illness and accident coverage
- Mercy flights ambulance household memberships
- Pet insurance discounts

Retirement & Financial Wellness

- 401(k) retirement plan with immediate vesting and employer match
- ARC qualifies as a Public Service employer for student loan forgiveness programs

