

STEP2, PRIMARY COUNSELOR

Reno, Nevada | Full-Time | Salaried

STEP2 is a local nonprofit substance use disorder treatment organization dedicated to serving women and families in the Reno community. We are seeking a compassionate and skilled **Primary Counselor** to join our collaborative, multidisciplinary clinical team. In this full-time salaried role, the Primary Counselor will provide a broad scope of addiction counseling services to include individual and group counseling, assessments and treatment recommendations, treatment planning, and discharge planning, all guided by ASAM Criteria and DSM-5 standards and in compliance with all local, state, and federal regulations. The ideal candidate holds an LADC/CADC (preferred) or CADC, Intern credential with a Bachelor's or Master's degree from an accredited institution and brings at least two years of counseling experience or work in a related field. If you are driven by a belief in human potential and the transformative power of recovery, we invite you to be part of the STEP2 mission.

To apply, email your resume and cover letter to Shannon Jensen, Interim CEO, at sjensen@step2reno.org. For more information about STEP2, visit step2reno.org.

About STEP2

STEP2, Inc. is a nonprofit organization committed to providing compassionate, evidence-based substance use disorder treatment to women in northern Nevada. Our programs foster healing, family reunification, and long-term recovery through trauma-informed, client-centered care.

Position Overview

The Primary Counselor reports directly to the Clinical Supervisor and is an integral member of STEP2's multidisciplinary team. This position does not carry supervisory responsibilities but works in close collaboration with all clinical staff to deliver comprehensive treatment services.

Key Responsibilities

- Conduct assessments using ASAM Criteria and DSM-5 to determine appropriate level of care, continued stay, and discharge.
- Develop individualized treatment plans based on client strengths and needs; document treatment progress and interventions in a timely manner.
- Facilitate process and psycho-educational groups, individual counseling sessions, and comprehensive assessments.
- Maintain accurate records in the electronic health records system; coordinate with community agencies and legal entities involved in clients' recovery.
- Attend weekly Clinical Staff meetings as part of a multidisciplinary team.
- Ensure compliance with 42 CFR, HIPAA, and all federal, state, and local laws governing client confidentiality and substance use disorder treatment.
- Assist with on-call duties as required by clinical staff.

Minimum Qualifications

Education & Licensure:

LADC/CADC (preferred) or CADC, Intern, as well as a Bachelor's or Master's degree from an accredited college or university required.

Experience:

Minimum of two (2) years of counseling and/or experience in a related field.

Knowledge & Skills:

Strength-based interventions; trauma-informed service delivery; knowledge of addiction, alcoholism, and perinatal substance abuse; understanding of community resources, crisis response, and human services operations; familiarity with laws protecting vulnerable populations.

Compensation & Benefits

This is a full-time salaried position; salary is commensurate with experience with range \$55,000-\$70,000. STEP2 offers medical benefits, paid time off, and a 403(b) retirement plan. All necessary equipment is provided, including a computer, phone, printer, and fax.

How to Apply

Submit your resume and cover letter by email to **Shannon Jensen, Interim CEO** at sjensen@step2reno.org. For more information about our organization and programs, please visit step2reno.org. Qualified candidates are encouraged to apply promptly, as this position will be filled upon selection of the right candidate.

STEP2, Inc. is an equal opportunity employer committed to a diverse and inclusive workplace.