

EAP Consultant – New Directions Behavioral Health

- *Chicago, IL, USA*
- *Full Time*
- *Medical, Dental, Vision, 401(k), PTO, VTO*

The Clinical Consultant position will be dedicated to the USPS EAP Program. The EAP Consultant serves as the primary point of contact for key stakeholders within the USPS. As such, providing expert level consultation will be one of the primary responsibilities. The EAP Consultant will provide EAP services including short-term counseling/problem solving, educational and training activities, referral, monitoring, behavioral health consultation, and follow-up. The EAP Consultant is responsible for providing both counseling and consultation activities, either in-person, telephonically or via video.

All candidates must reside in and be licensed in the state of Illinois*

ESSENTIAL FUNCTIONS

- Provides consultation, training of, and assistance to USPS and union leadership.
- Actively promotes the EAP program and services.
- Provides counseling and coaching through one-on-one interactions, either in-person or telephonically.
- Provides critical incident response and psychological first aid for events that impact the workforce.
- Provides telephonic consultation, triage and referrals to callers through the virtual call center/Service Center.
- Adheres to New Directions Behavioral Health Mission Statement, Core Values, Code of Business Conduct and Compliance Program
- Complies with all Federal and applicable State laws and New Directions Behavioral Health policies regarding privacy, confidentiality and security of health information and other designated information

This list of duties and responsibilities is not intended to be all-inclusive and can be expanded to include other duties or responsibilities as deemed necessary.

EDUCATION & EXPERIENCE REQUIRED

- A master's and/or doctorate degree from an accredited college or university recognized by the corresponding professional association(s) in a clinical mental health field
- A minimum of 5 Years of clinical experience after receiving a graduate degree.
- A current state license or state certification to practice as a mental health practitioner (e.g., social worker, clinical psychologist, marriage and family counselor and professional counselor) in the state(s) where practice takes place. If such licensure/certification is not available in that state, the individual will hold appropriate certification from a recognized national certification organization or board.
- Authority to practice at the independent level without requiring state-mandated clinical supervision.
- Demonstrated capability to complete accurate bio-psychosocial assessments, including substance abuse assessments.
- Specialized experience and/or training in phone and video counseling

- The EAP Consultant will be knowledgeable about federal and state laws governing privacy, confidentiality, duty to warn and child and elder abuse reporting requirements
- The EAP Consultant will be bound by the laws of confidentiality and will discuss no specific clinical information with the referring supervisor unless the client has signed an authorization to use and disclose form authorizing the disclosure of specific information

PREFERRED

- Preferred Certified Employee Assistance Professionals (CEAP) and or knowledge and experience in EAP Practice

KEY ATTRIBUTES

- Self-motivated and ability to lead team to achieve NDBH goals
- Ability to engage a wide variety of individuals, and excellent organizational skills
- Passion for improving lives through behavioral change and wellness
- Proven interest in professional development through specialization, certification, and/or advance degree
- Maintains curiosity and an eagerness to explore new knowledge and try new ideas and approached to case management
- Demonstrates consistency in professional demeanor in response to all situations regardless of the nature or circumstances of the situation
- Ability to manage multiple tasks in a fast-paced, changing environment
- Ability to assume a lead role in ensuring that all objectives are met
- Ability to work within a collaborative, team-oriented environment

PHYSICAL/MENTAL DEMANDS

- Physical
 - *Constant:*
 - must be able to remain in a stationary position
 - must be able to move about inside the office
 - must be able to communicate and exchange information with others
 - must be able to inspect information
 - must be able to perform repetitive motion with arms and fingers
 - must be able to lift 20 pounds as required
- Mental
 - *Constant:*
 - must be able to interpret data
 - must be able to problem solve
 - must be able to make decisions
 - must be able to organize and plan

WORKING CONDITIONS/EQUIPMENT USE

- Work is performed indoors in a typical office environment- not substantially exposed to adverse environmental conditions
- Frequent exposure to VDT screen
- Frequent use of office machines to include telephone, copier, computer and fax machine