



Lafayette County Human Resources

626 Main Street
Darlington, WI 53530
P. 608-776-4995

Job Title: Treatment Court Clinician
Hours: Regular Full-Time/40 hours per week; Monday-Friday
Pay Range: \$25.00+ per hour, based on experience; plus, longevity, if applicable
Department: Lafayette County Circuit Court
Reports to: Circuit Court Judge
FLSA: Non-Exempt
Position Summary: This position is part of the treatment court team and is primarily responsible for providing substance use services for participants, keeping up to date information on each participant and briefing the treatment court team on the treatment progress of each participant.

This position is grant funded and funding has been secured through December 31, 2025.

Essential Duties and Responsibilities:

- Provide individual and group substance use counseling services for individuals in programming utilizing evidence-based curriculum.
- Regularly update the ASAM and make recommendations/referrals accordingly.
- Participate in decision-making with court team as treatment representative and SUD expert.
- Assess clients' motivation and progress and make recommendations to court team.
- Will follow DHS 75 requirements for documentation of assessment, treatment plans, reviews, transfers, progress notes, and discharges.
- Create and maintain participant treatment files and treatment plans, including continuity of care and aftercare portfolios.
- Provide referral information to participants as needed using well developed network of community contacts.
- Participate in discharge planning with the clients prior to the completing of their programming to link them with aftercare treatment services.
- Coordinate, administer and ensure collection of all drug and alcohol testing samples per policy and report results to the Treatment Court Team.
- Collaborate with Sheriff Office personnel to identify incarcerated individuals in need of substance use services.
- Provide assessments, counseling, case management, and education services for incarcerated individuals needing substance use services.
- Collaboration and follow up with outside agencies to provide referral for treatment upon release.
- Adhere to confidentiality standards.
- Perform other duties and responsibilities as assigned.

Required Qualifications:

- Wisconsin Substance Abuse Counselor or Clinical Substance Abuse Counselor certification or ability to obtain immediately.
- Valid Wisconsin driver's license and own transportation.

Preferred Qualifications:

- Master's degree in Social Work with a licensed clinical social worker (LCSW) credential or Master of Education Counseling (MSE) with licensed professional counselor (LPC) credential.
- Experience working in the criminal justice system or with substance abuse and/or mental health populations.

Knowledge, Skills and Abilities:

- Demonstrated ability to work effectively with individuals and organizations.
- Maintains a positive image of the Courts to the public.
- Knowledge of available local, state and federal resources that will enhance the ability to provide case management.
- Ability to work effectively with individuals and with teams to accomplish goals.
- Ability to organize and prioritize time and activities to meet the needs of the workload.
- Maintains regular and predictable attendance.
- Promotes, gets along, and works in harmonious relationship with others including but not limited to outside agencies and county departments.
- Knowledge and understanding of therapeutic techniques utilized in treatment of addiction, mental health and co-occurring disorders of those served. Ability to administer, score, and interpret assessment tools utilized.
- Ability to read, analyze, and interpret common technical journals, government relations, and legal documents.
- Ability to maintain knowledge of current programs, policies, standards, procedures, ordinances and laws and their application. Ability to respond to common inquiries or complaints from clients, court officials, regulatory agencies, and members of the community.
- Ability to effectively, concisely, and accurately convey information by written report or correspondence or orally in informal or formal settings, including court testimony.
- Ability to perform and apply basic arithmetical functions and to read and interpret simple financial statements.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions and deal with several abstract and concrete variables.
- Solid computer skills, including the ability to use a personal laptop computer for preparation of written reports and correspondence, as well as data entry and use of specialized software.
- Ability to work with minimal supervision in a fast-paced and stressful environment.
- Ability to work a flexible schedule based on the needs of clients.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, and/or feel objects, tools, or controls; reach with hands and arms; and talk and hear. The employee frequently is required to sit. The employee must regularly lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.



Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The normal work environment for this position is in an office, but frequent travel is required to a variety of locations. May involve travel to client location and work with clients who are in crisis, incarcerated, irrational, or not in control of their emotions. Such individuals may be potentially assaultive and may represent a danger to self and others. The noise level in the work environment is usually moderate. Bloodborne pathogen exposure for this position is considered moderate.

Disclaimer Clause:

Job descriptions are not intended, and should not be construed to be exhaustive lists of all responsibilities, skills, efforts, or working conditions associated with a job; they are intended to be accurate reflections of those principal job elements. It is not intended to limit or modify the rights of any manager to assign, direct and control the work of employees under supervision. Lafayette County retains and serves any or all rights to change, modify, amend, add to or delete from any section of this document, as it deems in its judgment, to be proper. Other duties may be assigned.

