



Behavioral Health Intake Counselor Responsibilities:

- Provide direct services in mental health and substance abuse counseling to adults and youth; which includes assessment, treatment planning, and a variety of group, individual, and family services.
- Complete admission portion of case records to assure that pertinent information is recorded and current.
- Provide after hours and weekend crisis/suicide intervention on rotation as assigned with supervisor support.

Schedule:

- Position requires 2 evenings a week (11:00 pm – 7:00 pm) Tuesday through Thursday.
- Monday and Friday are 8:30 am – 4:30 pm.

Benefits:

- 13 Paid Holidays per year.
- Paid Vacation Time – accrued each month, available for use immediately, increases incrementally with years of service.
- Paid Sick Time – 8 hours accrued each month, available for use immediately, unlimited carryover each year.
- Paid Personal Time – 16 hours annually.
- Group Health Insurance – Blue Cross/Blue Shield, HMO and PPO options available for employee and family members; HSA and FSA options.
- Dental Insurance – Available for employee and family members.
- Vision Insurance – Available for employee and family members.
- Illinois Municipal Retirement Fund (IMRF) Pension Plan with voluntary additional contributions.
- Employer sponsored Life Insurance – employee only coverage.
- Employee sponsored Life Insurance – available for employee and family members.
- AFLAC benefit options.
- Legal Shield & Identity Theft Shield benefit options.
- Personal development encouraged and time off for trainings provided.

Behavioral Health Intake Counselor Qualifications/Skills:

- Positive, cooperative, and professional attitude.
- Excellent communication skills.
- Ability to provide mental health and substance use counseling to adults and youth.
- Reflects experience/interest in the culturally diverse population that the health department serves.
- Bilingual in Spanish preferred.

Behavioral Health Intake Counselor Education, Experience, and Licensing Requirements:

- Master's degree in a human services related field required.
- Experience in group, family & individual therapy or crisis/suicide intervention.
- LCSW, LCPC, or LMFT required; CADC preferred.
- Valid Illinois Driver's License.
- Ability to pass background check.

To Apply:

Interested candidates should please email their cover letter and resume to Lorena Corral at lcrral@kendallcountyil.gov. Or feel free to give us a call at (630) 553-8053 to learn more about working at the Kendall County Health Department, an Equal Opportunity Employer.