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Clinical Social Worker/Clinical Counselor

JOB CODE	JOB FAMILY	PROFILE
JCP302	**Health and Social Services**	**Clinical Social Worker/Clinical Counselor**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Salary	**$61,339.00 - $96,866.00**	**November 8, 2026**

The Clinical Social Worker/Clinical Counselor provides addiction counseling services in accordance with their scope of licensure to clients in various programs operated by the department. Delivers treatment services in a manner consistent with the department's treatment modality. Provides clinically based training to other professionals within the department on a variety of topics, as assigned.

FUNCTIONAL AREA

PUBLIC SAFETY

Serves as a Clinical Social Worker/Clinical Counselor for the Bernalillo County Public Safety Division. Functions as a clinician or counselor with a focus on educating, counseling, conducting possible pre-employment screenings, and evaluating the mental health needs of Public Safety personnel. Delivers treatment services in a manner consistent with the department's treatment modality. Provides evaluations, assessments, crisis intervention, safety planning, and referrals for members of the Public Safety Division. Develops curricula to proactively address issues impacting Public Safety, such as PTSD, substance abuse, and suicide. Provides clinically based training to other professionals within the department on a variety of topics, as assigned.

Job Description

DUTIES AND RESPONSIBILITIES

FUNCTIONAL AREA

BEHAVIORAL HEALTH

- Gather relevant client information through screenings, assessments, and case histories; evaluate findings to determine client treatment and intensity needs.
- Formulate Individual Service Plans that systematically and holistically address client treatment needs.
- Provide clinically based training and supervision to other clinicians and/or interns within the department on a variety of topics or as assigned.
- Provide therapeutic interventions as appropriate for clients in crisis situations, such as suicide.
- Refer clients to other treatment or supportive services based on assessed needs, including medical providers, psychological evaluations, other treatment programs, and support groups.
- Conduct individual and group counseling sessions as appropriate to licensure level and within the guidelines of the department's clinical structure.
- Facilitate treatment-oriented, education-based groups following guidelines and protocols consistent with the department’s chosen treatment modality.
- Provide consultation, training, and treatment planning for staff.
- Initiate and maintain accurate case files; document notes related to care provided; maintain records of referrals and related documentation.
- Prepare documents for presentation and detailed client progress reports as required.
- Maintain ethical standards of practice, professional competence, confidentiality, and responsibility to clients and the profession, in accordance with New Mexico occupational and professional licensing board standards.
- Attend staff meetings and team conferences as assigned.
- Perform other job-related duties as required or assigned.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

PUBLIC SAFETY

- Work as part of a co-responder team to meet the specialized needs of Public Safety employees.
- Respond to and evaluate staff after a wide range of crisis events, either as part of a team or individually.
- Conduct brief safety and risk assessments (e.g., suicidality, homicidality) using a trauma-informed approach for Public Safety employees.
- Provide short-term, solution-focused clinical interventions as indicated.
- Follow up with Public Safety employees who, based on assessment, need additional contact and support.
- Develop follow-up action plans with individuals as needed.
- Provide on-call support as needed.
- Conduct mental health assessments as needed.

- Maintain sensitive and confidential information appropriately.
- Support the Peer Support Coordinator and Peer Support Program with professional guidance.
- Provide support for other Public Safety programs such as Peer Support, Chaplaincy Program, MAP liaison, and EAP liaison.
- Help develop a strong program for new hires and their transition to prepare them for mental health self-advocacy and awareness.
- Coordinate with mental health agencies and community support resources.
- Research and implement an effective alcohol and drug awareness and prevention program focused on wellness and job security.
- Create a comprehensive suicide risk assessment.
- Maintain 100% exposure to Public Safety employees through cyclical visits and by taking advantage of all opportunities to interact with employees.
- Build trust through participation in sit-ins and ride-alongs.
- Work with Peer Support and Public Safety programs in the event of a member's suicide, employee death, or severe medical event involving Public Safety employees.
- Perform related duties and other assignments as needed.
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YOUTH SERVICES CENTER (YSC)

- Gather relevant client information through screenings, assessments, and case histories; evaluate findings to determine client treatment and intensity needs.
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- Refer clients to other treatment or supportive services based on assessed needs, including medical providers, psychological evaluations, other treatment programs, and support groups.
- Conduct individual and group counseling sessions as appropriate to licensure level and within the guidelines of the department's clinical structure.
- Facilitate treatment-oriented, education-based groups following guidelines and protocols consistent with the department's chosen treatment modality.
- Provide consultation, training, and treatment planning for staff.

- Initiate and maintain accurate case files; document notes related to care provided; maintain records of referrals and related documentation.
- Prepare documents for presentation and detailed client progress reports as required.
- Maintain ethical standards of practice, professional competence, confidentiality, and responsibility to clients and the profession in accordance with New Mexico occupational and professional licensing board standards.
- Attend staff meetings and team conferences as assigned.
- Perform other job-related duties as required or assigned.
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MINIMUM QUALIFICATIONS

- Bachelor's Degree in Counseling, Psychology, Mental Health, Social Work or a related field.
- Two (2) years of post-graduate, supervised related work experience in individual and group therapy for individuals with co-occurring substance misuse and mental health disorders.
- Current and valid New Mexico Licensure as a Licensed Mental Health Counselor (LMHC), Licensed Professional Counselor (LPC) Licensed Master Social Worker (LMSW), Licensed Alcohol and Drug Counselor (LADAC) OR Licensed Substance Abuse Associate (LSAA). OR a current provisional license from the New Mexico Regulation and Licensing Department in any of the above-mentioned license types may conditionally serve to satisfy the licensure requirement. The provisional license shall only serve in meeting the licensure requirement for as long as it remains valid. Failure to maintain an active licensure status shall violate the conditional employment and will result in re-assignment or termination.

  *Any equivalent combination of related education and/or experience may be considered for the above requirements.

YOUTH SERVICES CENTER (YSC)

- Master's degree in social work or counseling, and Licensed Mental Health Counselor certificate (LMHC), Licensed Professional Counselor, OR (LPC) Licensed Master Social Worker certificate (LMSW).

  *Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.

- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.
- All positions may be required to work various shifts and be scheduled per department needs.
- Pursuant to the criminal history screening for Caregivers Act, Section 29-17-1 through Section 29-17-5 NMSA 1978, new hires at the Department of Behavioral Health Services facility will be required to complete a caregiver criminal history screening for all caregivers. Conviction of a disqualifying condition is cause for termination or sufficient reason not to hire if the applicant has a disqualifying condition on their record at the time of application.

PREFERENCES

PUBLIC SAFETY

- Experience creating and implementing mental health and substance abuse/awareness programs and tracking data on the effectiveness of such programs.
- Ability to work and communicate effectively with multiple departments and agencies to build a strong mental health program for the Public Safety Division.
- Strong background in PTSD and addiction.
- CISD Trained.
- Cognitive Processing Therapy (CPT), Trauma-informed Cognitive Behavioral Therapy (T-CBT), Eye Movement Desensitization and Reprocessing therapy (EMDR).
- The assessment and treatment of behavioral and affective disorders.
- Human behavior and performance.
- Write reports, business correspondence, and procedure manuals.
- Use clinical problem-solving techniques, follow confidentiality procedures, and use counseling techniques.
- Use psychological treatment techniques.

WORKING CONDITIONS

- Most essential duties are performed indoors in a temperature-controlled environment.
- The indoor working surface is even and either carpeted or tiled.
- Indoor surfaces are typically dry and may involve the use of stairs.
- Work hazards or potential work hazards include those of a correctional facility environment, with exposure to noise and dangerous situations that could involve serious bodily injury and other work hazards.
- Works alone primarily, with or without direction; works with groups at times and/or with select teams.

- Required to work varying shifts and schedules to meet department needs to include day, swing, nights, and/or weekends.

EQUIPMENT, TOOLS, AND MATERIALS

- Utilizes computers and communication equipment on a daily basis.
- May utilize facility keys, handcuffs, and shackles on a frequent basis.
- May handle first aid and oxygen equipment on an occasional basis.
- Equipment typically used to perform administrative duties includes the fax machine, computer, photocopying machine, and telephone/pager.
- Materials and products typically handled in the performance of administrative duties include files, forms, reports, various other forms of paperwork, with a variety of basic office supplies and equipment.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.