



## **PROGRESS VALLEY IS HIRING A PROGRAM MANAGER (LADC)**

**Progress Valley** is currently seeking a **Program Manager** (Licensed Alcohol and Drug Counselor- LADC) to join our team! As part of our leadership team, the **Program Manager** provides program administration and supervision of residential treatment program for adults with substance use and co-occurring disorders

The **Program Manager** will oversee our Men's Program in Minneapolis.

### **Job Duties and Responsibilities Include:**

- Manage the daily operations of the drug and alcohol treatment program by identifying appropriate program outcomes targeted at helping individuals with substance abuse problems to improve the quality of their lives
- Provides direction and leadership in the overall planning, development, and administration of program designed to assist persons suffering from substance abuse problems and/or addiction · Counsel clients individually or in group sessions to assist in overcoming dependencies, adjusting to life, or making changes
- Ensure compliance with MN Statute 245G requirements, CARF accreditation items, and Minneapolis ordinances.
- Assist agency in providing culturally affirming programming and works towards achieving Progress Valley's mission
- Role model behavior which is supportive to people in recovery from substance use disorder. Such behavior will include upholding ethical standards of the program

### **Education/Experience Requirements:**

- Certified LADC with the state of MN with a minimum of 2 years' experience
- Previous supervision experience required
- Must be free from problematic substance use for at least two years immediately preceding hiring and must sign a statement attesting to that fact
- Demonstrated working knowledge in the field of substance use disorder and/or mental health, in an addiction treatment facility
- Organizational and excellent computer skills essential; Microsoft Outlook/Office experience required

### **Knowledge/Skills/Abilities:**

- Possess maturity, patience, understanding and empathy with recovering individuals
- Ability to work effectively within a multidisciplinary team
- Aptitude to relate well to clients with diverse economic and cultural backgrounds

This is full-time position with an excellent benefits package that includes medical, dental, and vision coverage, and a 401k plan with company match.

**Progress Valley is a proud Equal Opportunity Employer**