ORDER NO. 3588624

**Agency Name:** TSU SHAPE Initiative

**Job Title:** LCSW/Program Coordinator

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**Job Description (including hours and responsibilities):**

DESCRIPTION: The TSU SHAPE Initiative CHANGE (Change through Healing, Awareness, Networks, and Gateways to Empowerment) program is a grant-funded university and community-based partnership established to increase engagement in care for racial and ethnic minorities with substance use or co-occurring disorders that are also at-risk for HIV or HIV positive.

DUTIES/RESPONSIBILITIES: The Licensed Clinical Social Worker will serve as the Program Coordinator for the TSU SHAPE Initiative CHANGE program. Primary responsibilities include leading and supervising the program’s service administration and community-based partnerships throughout Greater 3rd and 5th Ward communities. In addition, will also provide clinical assessments, diagnoses, care plan integration, and on-going case management services for patients at-risk for HIV, Hepatitis, substance use, and co-occurring disorders.

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**Job Location:** Houston, Texas 77004

**Salary Range:** DOE

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**Qualifications:**

**REQUIRED QUALIFICATIONS:**

- Graduate of an accredited Master of Social Work program (MSW).
- Current license as a Clinical Social Worker (LCSW) in the State of Texas.
- A minimum of 1-year supervisory experience in the social service sector.

**PREFERRED QUALIFICATIONS:**

- A minimum of 1-year paid or volunteer experience working with HIV/AIDS and/or substance using populations.
- Fluent in Spanish.

**KNOWLEDGE/SKILLS:**

- Able to secure and maintain current human subjects and behavioral prevention/intervention training certifications.
- Working knowledge of DSM V and ICD-10 manuals.
- Demonstrates advanced knowledge and skill in social work screening, assessment, and treatment of patients for mental and sexual health status, substance use, and co-occurring disorders.
- Able to ensure program accountability, work independently, and lead others.
- Proficient in mobile technology, standard computer software applications (e.g. Microsoft Office Suite), office equipment, documentation, and reporting.
- Excellent communication, organization, and problem-solving skills.

**ADDITIONAL REQUIREMENTS:**

- Must have a valid driver’s license, insurance, a clean driving record, and personal transportation. Position requires frequent local travel.
- May be required to attend annual grantee meeting in Washington, DC.

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**Application Contact Name:** TSU SHAPE Initiative

**Phone:** 713-313-1975

**Email:** tsushapeinitiative@tsu.edu

**Application will be accepted until (closing date):** Until filled.