

EAP Consultant – Third Shift

Summary: Performs in-depth telephonic assessments and consultations; provides short-term problem resolution; referral and follow up for managers, employees and family members covered by Employee Assistance Program.

Duties:

- Performs routine and urgent clinical risk assessments; expert consultation; short term problem resolution; referral and follow up for all members seeking services. (75%)
- Performs management consultation services to all levels of management and human resources within our extensive customer base. The EAP Consultant must be able to assess a wide array of workplace issues and develop appropriate action plan. The consultant must be knowledgeable of key legislation impacting the workplace such as ADA, DOT, and Sexual Harassment and Duty to Warn. (10%)
- Demonstrates thorough understanding of APS' customer base and be up to date with issues impacting customers, both from a legislative perspective as well as from a customer specific perspective. (10%)
- Other duties as assigned in order to assist internal and external customers in achieving EAP departmental goals. (5%)

Education:

- Master's Degree in Social Work, Counseling, Psychology or related field required.
- Independent license and CEAP preferred.

Experience:

- Minimum 3-5 years employment in the mental health field where the assessment of mental illness and substance abuse was a key function
- EAP experience (2 years preferred)
- Some call center experience is highly preferred

Interested candidates can contact David Lower at dplower@kepro.com or apply online at www.kepro.com.