

**Department of Health and Human Services
Division of Public Health
Licensure Unit**

Board of Alcohol and Drug Counseling

VACANCY

The Licensure Unit is now accepting applications for the following position on this board.

- Alcohol and Drug Counselor (ADC) without Mental Health credential

*NOTE: Three of the ADC members of the Board may be licensed as psychologists or mental health practitioners and three of the ADC members of the Board SHALL NOT be licensed as psychologists or mental health practitioners. **THE POSITION CURRENTLY VACANT MUST BE FILLED BY AN ALCOHOL AND DRUG COUNSELOR WHO IS NOT ALSO LICENSED AS A PSYCHOLOGIST OR MENTAL HEALTH PRACTITIONER.***

APPLICATION AND SUPPORTING DOCUMENTS

- Completed [Alcohol and Drug Counselor Member Application](#). Current resume or curriculum vitae recommended if available
- Letters of recommendation: If applicant chooses to submit letters of support or recommendation, they may be submitted directly to Monica Gissler at the address listed on the application or via email. All documentation must be received by August 1, 2024.

PERSONAL INTERVIEWS

The Professional Boards Committee of the Board of Health will meet on Sunday afternoon, September 15, 2024 to conduct interviews, and on Monday morning, September 16, 2024 to review all applications and supporting documentation, conduct interviews with applicants, and formulate recommendations for board appointments. Interviews will be held via telephone or in person.

These personal interviews last approximately 10 minutes and will be scheduled to provide applicants the opportunity to inform the Professional Boards Committee of their goals and desires for serving on the board and to respond to questions presented by members of the Committee. After application, you will be notified if you are selected for an interview.

APPOINTMENTS AND NOTIFICATION OF APPOINTMENTS

The Professional Boards Committee recommendations for appointments will be submitted to all Board of Health members and appointments will be made at the Board of Health meeting scheduled for the afternoon of September 16, 2024.

The Licensure Unit will notify applicants after the Board of Health meeting as to whether or not they were appointed to the Board of Alcohol and Drug Counseling.

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Operations
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**The deadline for submission of an application
and all supporting documentation is August 1, 2024**