



Department of County Management  
**MULTNOMAH COUNTY OREGON**  
 Human Resources

Multnomah Building  
 501 SE Hawthorne, Suite 300  
 Portland, Oregon 97214  
 (503) 988-5015 Phone

To: John Turner, DCJ - ECCS  
 From: Candace Busby, Classification and Compensation Unit (503/3/300) *C. Busby*  
 Date: January 24, 2011  
 Subject: Reclassification Request # 1662 (3 New positions)

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: January 20, 2011	Position Number: 3 new TBD
Current Classification: N/A	Requested Classification: Addictions Specialist
Job Class Number: N/A	Job Class Number: 6291
Pay Grade: N/A	Pay Grade: 21

Request is:  Approved as Requested      Effective Date: February 15, 2011

Allocated Classification: Addictions Specialist	Job Class Number: 6291
Pay Range: \$43,785.36 - \$53,870.40 Annually	Pay Grade: 21

This classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 including the provision that Central HR may re-evaluate the classification decision up to one year from the date of issue to ensure duties and work are being carried out as originally described. Further, this allocation may require Board of County Commissioners' approval, and so this decision is considered preliminary until such approval is received.

**Position Information:**

Vacant - see New/Vacant Section       Represented

**New/Vacant Position Information:**

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

These three new positions are a result of money received from the State of Oregon for Access to Recovery (ATR). The Resource Management Center is an ATR program that assesses, refers, provides care coordination, and collects data on participants requiring alcohol and drug treatment and other services that foster long term recovery. As staff to this program, these positions will be responsible for providing independent drug and alcohol assessments that emphasizes participant choice of support and clinical providers and also address any barriers that could impede long term recovery. The incumbents will develop and maintain extensive linkages with a variety of providers; and ensure continued participant care coordination and data collection. Qualifications are a Bachelor's degree with major coursework in alcohol or drug dependency, mental health, psychology, sociology or a related field; AND two (2) years or responsible alcohol and drug abuse evaluation or treatment services experience; AND be a Certified Alcohol and Drug Counselor and Alcohol and Drug Evaluation Specialist certificate issued by the State of Oregon Addictions and Mental Health Division. The described purpose, responsibilities, and qualifications of this position are consistent with the Addictions Specialist (6291) classification.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 24422.

cc: James Opoka, HR Manager  
 Joanne Campbell, HR Maintainer  
 Bryan Lally, Local 88  
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