



COLORADO RIVER INDIAN TRIBES

Human Resources

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VACANCY ANNOUNCEMENT

February 12, 2019

#40-19

Department: Health and Social Services/Behavioral Health Services

Position: Clinical Director (Exempt)

Reports To: Executive Director, Department of Health Services

Salary: DOE

Job Summary:

Must be Independently Licensed in the State of Arizona as both a Mental Health Therapist and a Substance Abuse Counselor. Must have knowledge and experience in CMS Third Party Billing, with the Arizona Medicaid system. Must have knowledge and experience in working with Tribal 638 programs. Must have experience in management of a Behavioral Health Services (BHS) program. Perform direct clinical Supervision of the behavioral health staff in the providing of appropriate treatment and therapeutic counseling services to insure that there are quality ethical standards that are appropriate to clients' needs. Maintain client files and required documentation in accordance with departmental, tribal, state, and federal standards. Provide direct oversight for program spending and budgeting for Behavioral Health Services. Advocate and seek alternate forms of external funding.

Duties & Functions:

(The following are illustrations of the typical duties and responsibilities of the incumbent and are not to be construed as all inclusive)

1. Clinical supervision of the Behavioral Health staff.
2. Provide direct oversight for program spending and budgeting and maintain fiscal health and integrity of budget and funding.
3. Advocate for Department funding and seeking alternate forms of external funding and support appropriate for Department's programs, including grants, contracts, foundations, and other third party reimbursement support.
4. Serve as expert advisor and consultant on programmatic aspects of the behavioral health care delivery system.
5. Provide administrative liaison and oversight with Indian Health Services, provide consultation, and coordinate activities with tribal, federal, state, county, and other agencies on the impact of behavioral health problems and programs to achieve a more comprehensive behavioral health care system for Native American within the CRIT Reservation.
6. Provide or arrange clinical consultative, evaluative, and psychotherapeutic services to the hospital if requested.



7. Services include adult, child, and adolescent evaluation, diagnosis, and treatment of patients and consultative evaluations and recommendations to requesting health care personnel at the hospital.
8. Ensure that a full range of Alcohol and Other Drug abuse (AOD) and mental health services are provided to clients of various age groups through the provision of clinical supervision of the treatment staff.
9. Complete reports as required to the Executive Director DHS, Tribal and State funding agencies, and IHS.
10. Consult with other legal and treatment agencies and/or individuals in relation to client records, rights, and responsibilities.
11. Plans and facilitates community outreach, prevention, and education activities as appropriate.
12. Service as a liaison and representative to community organizations and schools.
13. Provide formal teaching, consultation, and in-service training to relevant professional in immediate and proper managing of referrals.
14. This position is responsible to supervise subordinate direct care staff as assigned.
15. This position involves constant direct interaction with clients, their families, direct care staff, Child Protective Services, Social Services, Indian Health Services, and other social services providers.
16. Other duties may be assigned at the discretion of the Director or designee to fulfill the Department's needs, objectives and/or goals.
17. Follow established Tribal policies and those outlined in the Colorado River Indian Tribes Employee Handbook.

Required Skills and Abilities:

1. This position is exposed to highly confidential client information including treatment records, financial status, and demographic information. Must maintain client/patient confidentiality and must be able to work with confidential material in accordance with the *Federal Health Insurance Portability and Accountability Act (HIPAA)*.
2. Requires excellent interaction skills, written and verbal communication skills, flexibility in working hours, and good organizational skills.
3. Experience and knowledge of community resources, family dynamics, human behavior, and Native American culture is required.
4. Equipment operation includes basic office equipment, computers, and communication tools.

Special Population Requirements:

A. Child/Adolescent Population

1. Demonstrate knowledge of growth and development to communicate and provide therapy at an age-appropriate level.
2. Demonstrate knowledge of the range of treatment needs common to this population.
3. Demonstrate the capability of interpreting information appropriate to the age of the child being assessed and/or treated.
4. Demonstrate knowledge of the specific rights afforded children and their parent/guardian.

B. SMI Population

1. Demonstrate knowledge of the special needs of the SMI population.



2. Demonstrate knowledge of the safety, risk, and infection control practices pertinent to the work environment and it able to convey that knowledge to the person with Serious Mental Illness.
3. Demonstrate knowledge and principles of instruction/training.
4. Demonstrate the ability to employ appropriate motivation techniques with clients.
5. Demonstrate knowledge of the community resources typically needed by the SMI population and his knowledge how to access those resources.

C. Substance Abuse Population

1. Demonstrate competence in gathering and interpreting information about addiction.
2. Demonstrate understanding of the bio-psycho-social-spiritual influences and the effects of additions.
3. Demonstrate knowledge of the nature history and clinical basis of addiction.
4. Demonstrate knowledge of the nature history and clinical basis of dependent individuals.
5. Knowledgeable about available treatment resources and their appropriate use.

Professional Standards:

1. Clinical Director will follow his or her Professional Organization's Code of Ethics (American Association for Marriage and Family Therapy, American Counseling Association, America Psychological Association, or National Association of Social Workers).
2. In addition, CRIT Behavioral Health Services follows the American Counseling Association's (ACA) Code of Ethics. This includes, but is not limited to the following:
 - Have a responsibility to abide by the ACA code of Ethics.
 - Aspire to open, honest, and accurate communication in dealing with the public and other professionals.
 - Practice within the boundaries of professional and personal competence.
 - Have a responsibility to the public to engage in counseling practices that are based on rigorous research methodologies.
 - Engage in self-care activities to maintain and promote their emotional, physical, mental, and spiritual well-being to best meet their professional responsibilities.
3. In the event that a situation arises where the Clinical Director's professional organization's Code of Ethics conflicts with the ACA Code of Ethics, the Clinical Director will consult with the tow professional organizations to solve the potential ethical dilemma.

Education & Experience Requirements:

1. Requires a Master's Degree in a behavioral health sciences field.
2. Must be Independently Licensed, in the State of Arizona at the Master's level, as a Licensed Clinical Social Worker (LCSW), Licensed Professional Counselor (LPC), or a Licensed Marriage and Family Therapist (LMFT).
3. Must be Independently Licensed, in the State of Arizona, as a Licensed Independent Substance Abuse Counselor (LISAC).
4. Requires experience in the assessment of clients in assigned populations with two (2) years' experience in mental health work minimum.
5. Must have or be able to complete CPR and First Aid certifications within thirty (30) days of hire.



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7. Must possess a current valid driver's license throughout employment, and proof of insurance.

Physical Requirement:

1. The work is fast paced and hours vary between 8:00am to 8:00pm, with some weekend work required.
2. Must be over twenty one (21) years of age.
3. Employment is subject to fingerprinting for the purpose of conducting a background review of possible criminal history in accordance with P.E. 101-630, Indian Child Protection and Family Violence Prevention Act.
4. Must successfully complete a drug screening test prior to appointment.
5. Physically able to perform duties assigned.
6. Must have a reliable vehicle.
7. Occasionally work extended shifts as assigned, some weekends and holiday.

Tribal and Indian Preference:

The Colorado River Indian Tribes has implemented a Tribal / CRIT Preference in Employment Policy. Pursuant to this Policy, applicants who possess the knowledge, skills, and abilities required by this position, and who are enrolled members of the Colorado River Indian Tribes will be given primary preference in hiring and employment for this position. Let it be known that Tribal preference is integrated into the interview and scoring process for candidates for job positions.

OTHER:

Confidentiality: All employees must uphold all principles of confidentiality to the fullest extent. This position has access to sensitive information and a breach of these principles will be grounds for immediate termination.

Background Investigation: This position may be subject to a criminal history background check, a suitability background check and/or a Fair Credit Reporting Act (FCRA) check. In addition, some positions are subject to a 101-630 background check in an effort to ensure compliance with Public Law 101-630 "Indian Child Protection and Family Violence Prevention Act." Candidates must be able to successfully pass all required background checks to qualify for this position.

Drug Screening: All applicants must successfully pass a pre-employment drug screening prior to beginning employment and will be subject to random drug testing per the CRIT Employee's Handbook, Substance Abuse Policy.

Disclaimer: The information on this position description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities and



qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.

For Employment Application visit: <http://crit-nsn.gov>

Submit completed application to: **CRIT Human Resource Department**
26600 Mohave Road
Parker, Arizona 85344

APPLY:

COLORADO RIVER PREFERENCE:

Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

C.R.I.T. Offers

Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan. Pre-employment drug screening is required.

