

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: <u>DOH07215404</u>	DATE POSTED: <u>05/14/18</u>	
POSITION NO: <u>946574</u>	CLOSING DATE: <u>07/13/18</u>	
POSITION TITLE: <u>Clinical Specialist (S) (2 Positions)</u>		
DEPARTMENT NAME / WORKSITE: <u>NDOH/Division of Behavioral and Mental Health Services, Shiprock, NM</u>		
WORK DAYS: <u>Monday-Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AI67A-F</u>
WORK HOURS: <u>80</u>	PART TIME: <input type="checkbox"/>	\$ <u>**DOE</u> PER ANNUM
SENSITIVE <input checked="" type="checkbox"/>	SEASONAL: <input type="checkbox"/>	\$ <u>**DOE</u> PER HOUR
NON-SENSITIVE <input type="checkbox"/>	TEMPORARY: <input type="checkbox"/>	<u>(\$52,852.80 - \$61,276.80)</u>

**DUTIES AND RESPONSIBILITIES:**

Plans, develops and implements comprehensive treatment programs which incorporate western and traditional/native approaches, techniques and methods; assists and coordinates professional and paraprofessional treatment staff and services using a multi-disciplinary team approach; develops, implements, monitors, and evaluates treatment protocol; ensures professional and paraprofessional staff certification and/or licensure, as required; conducts and provides for training in treatment modalities, collaboration, and networking.

Assigns and evaluates clinical staff caseloads and standards; provides clinical consultation, specialized intervention and treatment referrals; collaborates with subcontractors in developing and implementing clinical services; participates in monitoring and evaluating subcontractors; develops and implements standards for research, data collection and data analysis; prepares complex clinical reports; enforces adherence with tribal, state, and federal laws, policies, regulations, and procedures; assists in preparing clinical service needs budget.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

A Master's degree in Counseling, Behavioral Science, Psychology, Social Work, Health Service Administration or related field; and three (3) years supervisory experience, two (2) years of which must have been in a clinical setting.

**Special Requirements:**

- A favorable background investigation.
- Possess a valid independent State Licensure in one of the following: Licensed Professional Counselor (LPC), Licensed Marriage and Family Therapist (LMFT), Licensed Independent Social Worker (LISW), Licensed Clinical Mental Health Counselor (LCMHC) or Licensed Professional Art Therapist (LPAT).

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of applicable Navajo Nation, federal, state and local laws, statutes, ordinances, rules, regulations, policies and procedures; knowledge of the principles and practices of psychology, social work or required field; knowledge of the principles and practices of the counseling profession; knowledge of the 12 core functions of counseling substance abuse patients; knowledge of the traditional behavioral techniques used in diagnosing patient problems.

Skill in selecting appropriate counseling methods such as traditional healing therapy, psychotherapy, family therapy; skill in communicating effectively both in oral and written modes; skill in interacting with patients from various social, economic, cultural, spiritual, and psychological backgrounds; skill in developing and implementing therapeutic techniques for patients.

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**