THE NAVAJO NATION
Department of Personnel Management
IN-HOUSE JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DSS0458106** | Date Posted: **08/26/13**

POSITION NO: 201393 | Closing Date: **09/09/13**

CLASS CODE: 3804

POSITION TITLE: **Clinical Family Therapist**

DEPARTMENT NAME: DSS/Navajo Treatment Center for Children and Their Families (NTCCTF)

DEPARTMENT NO: 45 | WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS:
Days: Monday-Friday
Hours: 8:00 am - 5:00 pm

POSITION TYPE:
Permanent: ☑
Temporary: ☐
Part-Time: ☐

Duration:
No. of Hrs/Wk: 40

GRADE: R68A

SALARY:
$ 53,476.80 Per Annum
$ 25.71 Per Hour

DUTIES AND RESPONSIBILITIES:

Clinical Supervision: provide individual and group clinical supervision. Supervision will entail monthly individual and group sessions with clinical providers. Plans, develops and implements comprehensive clinical treatment programs and clinical care services by incorporating psychological , indigenous and native treatment modalities and methodologies. Provides both individual and group clinical supervision to ensure the delivery of quality therapeutic services. Ensures professional staff obtain and maintain professional licensure, as required. Provides quality assurance for all patient files and makes corrective action for services provided to prevent unethical practice of psychotherapy. Completes quality assurance by reviewing treatment plans, discharge summaries and progress reports. Provides guidance and assistance to clinical staff. Provides crisis management consultation. Schedules and conducts treatment plan meetings. Direct quality improvement of services by ensuring the completion of clinical reports and forms. Assigns and evaluates clinical staff caseload. Administrative Supervision: Clinical Family Therapist plans and evaluates clinical services. Clinical Family Therapist will be responsible for the introductory, annual and exit employee performance appraisal form. Clinical Family Therapist will ensure professional, quality and ethical services are rendered to patients. Practice Responsibilities: Maintain all appropriate patient records in compliance with NTCCF policy and procedures. Adhere to Code of Ethics and the principles and standards in order to maintain valid state licensure for independent clinical practice. Cooperate with Navajo Division of Social Services and State Child Abuse Reporting. Comply with the Navajo Nation Personnel Policies and Procedures Manual. On-Call Services: Provides on-call services to clinical providers, parents, children and their families around the clock, seven (07) days a week, twenty-four (24) hours per day. Ethics: At all times will adhere to the National Association of Social Workers (NASW) Code of Ethics as they apply to the Ethical Principles and Standards and to the NASW Standards for the Practice of Case Management. Trainings: Attend trainings to obtain the latest trends and information on therapeutic treatment

QUALIFICATION REQUIREMENTS:

Education and Training:

A Master's degree in Clinical Psychology, Counseling, Social Work or related field.

Experience:

Six (06) years of professional psychotherapy, counseling or social work experience, two (02) years of which must have been in a supervisory capacity.

In order to receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with the employment application.

Special Knowledge, Skills and Abilities:

Knowledge of the principle and practices of psychiatric therapy. Principles and practices of behavioral sciences, including testing, diagnostic evaluation, rehabilitative therapy and behavioral conditioning. Knowledge of case management and intervention activities. Interviewing and psychological/developmental evaluation. Establishing and maintaining confidential records. Conducting group and family therapy. Developing and implementing therapeutic techniques. Interacting with clients from various social, economic, cultural, spiritual and psychological backgrounds. Ability to apply the principle of behavioral sciences to individual and group behavior. Establish and maintain effective working relationships with others.

License/Certification Requirements:

Valid state or national licensure in one of the following: a Licensed Marriage and Family Therapist, a Licensed Independent Social Worker or a Licensed Professional Mental Health Counselor. Valid state driver's license. Criminal background check and fingerprinting is required. Must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of employment. **Position requires a background check and relevancy assessment prior to employment.**

VETERANS' PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT. ***Revised: 1-15-99***