THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	DOH07218417	DATE POSTED:	10/03/2019
POSITION NO:	947976	CLOSING DATE:	Open Until Filled
POSITION TITLE:	Clinical Specialist		
DEPARTMENT NAME / WORKSITE:	NDOH/Division of Behavioral and Mental Health Services, Crownpoint, NM		

WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	☑		GRADE/STEP:	BC67A-F
WORK HOURS:	80	PART TIME:	☐	NO. OF HRS./WK.:	$ **DOE	PER ANNUM
SENSITIVE	☑	SEASONAL:	☐	DURATION :	$ **DOE	PER HOUR
NON-SENSITIVE	☐	TEMPORARY:	☐		($54,724.80 - $63,440.00)	

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 state or National Certification and/or Licensure in one of the following: a Certified Professional Counselor Licensed Marriage and Family Therapist (LMFT) or Licensed Independent Social Worker (LISW).

(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.