

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

REQUISITION NO: DOH0727167

Date Posted: 11/05/12

POSITION NO: 947976

Closing Date: 12/04/12

CLASS CODE: 3750

POSITION TITLE: CLINICAL SPECIALIST

DEPARTMENT NAME: Department of Behavioral Health Services

DEPARTMENT NO: 72 WORKSITE LOCATION: Crownpoint, NM

WORKS DAYS/HOURS: \_\_\_\_\_ POSITION TYPE: \_\_\_\_\_ GRADE: R67A

Days: Monday - Friday Permanent:

Hours: 80 hrs. Temporary:  Duration: \_\_\_\_\_ \$ 49,067.20 Per Annum

Part-Time:  No. of Hrs/Wk: \_\_\_\_\_ \$ 23.59 Per Hour

**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 and Training:**

A Master's degree in Counseling, Behavioral Science, Psychology, Social Work, Health Services Administration or related field; and

**Experience:**

three (3) years supervisory experience, two (2) years of which must have been in a clinical setting.

***(To receive full credit for education/training, applicant must submit copies of college transcripts, degree, certificates, diploma, etc.)***

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.

**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.

**License/Certification Requirements:**

Must possess a valid state or national licensure in one of the following: a Licensed Professional Counselor, a Licensed Marriage and Family Therapist, or a Licensed Independent Social Worker

**\*\*Must Pass a Fingerprint Clearance and Background Check**

**VETERANS' PREFERENCE APPLIES**

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