

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOH0728357
POSITION NO: 242790
POSITION TITLE: _____

DATE POSTED: 12/16/13
CLOSING DATE: 12/30/13

DEPARTMENT NAME / WORKSITE: Department of Behavioral Health Services/Gallup Detoxification Services
WORK DAYS: Sun. - Sat. REGULAR FULL TIME: GRADE/STEP: Y67A
WORK HOURS: 80 hrs. PART TIME: NO. OF HRS./WK.: _____ \$ 24.30 PER ANNUM
SEASONAL: \$ 50,544.00 PER HOUR
TEMPORARY: NTE: 03/31/2014 (possible extensions)

DUTIES AND RESPONSIBILITIES:

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

Assigns and evaluates clinical staff caseloads and standards; provides clinical supervision and consultation, specialized intervention and treatment referrals; collaborates with subcontractors in developing and implementing clinical detoxification services; participates in monitoring and evaluating subcontractors; develops and implements standards for 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 services needs budget.

QUALIFICATION REQUIREMENTS:

Education, Experience and Training:

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 clinical setting.

(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 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 and 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 and skill in developing and implementing therapeutic techniques for patients.

Special Requirements:

Must possess a valid State Licensure in one of the following: Licensed Professional Counselor; Licensed Marriage and Family Therapist; Licensed Independent Social Worker; Licensed Professional Art Therapist or Licensed Clinical Mental Health Counselor.

Must possess a valid state driver's license; **Position requires a background check and suitability assessment prior to employment.** Must obtain within 90 days of employment: a Navajo Nation Vehicle Operator's Permit, a Cardiopulmonary Resuscitation (CPR) Certificate and First Responder Certificate.

Ability to speak and communicate effectively in the Navajo and English languages.

VETERANS PREFERENCE APPLIES

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