

### **CLINICAL SOCIAL WORKER**

**DEFINITION:** Under general direction, performs professional work of considerable difficulty in providing and/or administering psychosocial evaluation/assessment, diagnostic, counseling therapy, crisis intervention and/or case management services in a clinical environment requiring independent decision making and judgment; provides professional leadership in the determination of appropriate therapeutic approaches and methods; performs related work as assigned.

**ESSENTIAL FUNCTIONS:** This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

#### **TASKS:**

Plans, develops and implements comprehensive clinical treatment programs which incorporate western and tradition/native approaches, techniques and methods; assists professional and paraprofessional treatment staff and coordinates services using multi-disciplinary team approach; develops, implements, monitors and evaluates treatment protocol; facilitates project planning and evaluation of clinical services; conducts and provides training in treatment modalities, collaboration and networking; assigns and evaluates clinical staff caseload and standards; provides clinical supervision and consultation for specialized intervention and treatment referrals; collaborates with subcontractors in developing and implementing clinical services; ensures that professional and paraprofessional staff obtain/maintain certification and/or licensure, as required; participates in monitoring and evaluating subcontractors.

Develops and implements standards for research, data collection and data analysis; collects data about clients through interview, case history, psychological tests and/or observational techniques; evaluates data to identify causes of problems and to determine proper therapeutic approach or referral to other specialists; provides clinical supervision to therapists and/or social workers; prepares complex clinical reports; enforces adherence with tribal, state, federal laws, policies, regulations and procedures; plans and facilitates community outreach and education programs and activities; assists in preparing clinical service needs budget, modifications, resolutions and grant proposals.

#### **KNOWLEDGE, SKILLS, AND OTHER CHARACTERISTICS:**

Knowledge and understanding of clinical social work and mental health counseling principles, methods, procedures and standards.  
Knowledge of clinical operations and procedures.  
Knowledge of case management and clinical social work practice.  
Knowledge of traditional behavioral techniques used in diagnosing patient problems.  
Knowledge of treatment plans and facilities.  
Knowledge of intervention activities.  
Skill in interviewing and psychological/developmental evaluation.  
Skill in establishing and maintaining confidential records.  
Skill in conducting group and family therapy.  
Skill in communicating effectively in both oral and written form.  
Skill in interacting with patients from various social, economic, cultural, spiritual and psychological backgrounds.  
Skill in developing and implementing therapeutic techniques.  
Ability to evaluate the progress of therapeutic programs and to make individual modifications.  
Ability to make administrative/procedural decisions and judgments.

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**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work involves a minimum of physical effort in an office setting.

**MINIMUM QUALIFICATIONS:**

- A Master's degree in Social Work; and six (6) years of supervisory social work experience; two (2) years of which must have been in a clinical setting.

**PREFERRED QUALIFICATIONS:**

- Licensed Clinical Social Worker.
- Professional experience providing social casework and treatment services in a clinical setting.

**SPECIAL REQUIREMENTS:**

- Possess a valid State or National Licensure as a Certified Independent Social Worker or a Licensed Independent Social Worker (LISW).

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.