

UICSL JOB ANNOUNCEMENT: RED MESA COUNSELING



JOB TITLE: Behavioral Health Counselor
OPENING DATE: October 15, 2017
CLOSING DATE: Open until filled
PAY RANGE: \$54k to \$60k plus benefits, depending on credentials and experience
APPOINTMENT: Permanent, Full-Time, Salaried (exempt)
WORK SCHEDULE: Primarily 8am-5pm with occasional weekends and evenings

SUPERVISORY/MANAGERIAL DUTIES: Some supervisory duties possible depending on credentials

SCOPE OF WORK: Provide culturally and trauma-informed Mental Health, Domestic Violence, and Substance Abuse counseling services for Urban American Indians/Alaska Natives (AI/AN) of all ages, under the supervision of the Red Mesa Program Director and Clinical Director. Services include individual, couple, family, group and culture-based interventions.

REQUIRED QUALIFICATIONS:

- Unrestricted Licensure in the State of Utah, i.e., Psychologist, LCSW, LMFT, or CMHC. A Certified/Associate license may qualify.
- Direct experience counseling chemically dependent individuals and their families
- Direct experience counseling individuals and families struggling with mental health issues
- Direct experience working with individuals who are victims of domestic/sexual violence
- Experience working with AI/AN people in a clinical setting
- Experience working as a member of a multidisciplinary treatment team
- Possess a valid Utah driver's license or ability to obtain upon hire
- Demonstrate a clean driving record and ability to be insured on UICSL auto policy
- Demonstrate a clean criminal background investigation report (via UDOH Office of Licensing).
- Possess a clean professional license or certification – no unresolved citations or restrictions

RESPONSIBILITIES:

- Practice within scope of licensure, Utah professional code of conduct, and profession-specific code of conduct.
- Maintain ethical/professional boundaries.
- Demonstrate commitment to promoting the welfare and well-being of participants.
- Provide trauma-informed crisis care and assist participants in using 24-hour crisis services as needed.
- Provide program screening and referral services, as necessary, including being available to take phone calls and meet with walk-ins
- Provide bio-psycho-social-spiritual assessment services including utilization of specific screening and assessment instruments
- Present assessment and treatment plan reviews during clinical team staffing efficiently
- Provide intake/orientation services for program participants and create participant record
- Assist the participant with treatment planning services
- Provide counseling services for individuals, couples, families and groups in an appropriate, efficient and professional manner which may include traditional American Indian methods, techniques and concepts, while complying with professional standards including program, accreditation, agency, state and federal funding requirements
- Assist the participant with discharge planning services
- Establish and maintain positive working relationships with referring/collaborating agencies

- Follow progress of discharged participants to determine effectiveness of treatment services
- Provide limited case management services including timely correspondence and communications with referring agencies and court personnel
- Maintain clinical documents/records confidential, while complying with professional standards including program, accreditation, agency, state and federal funding requirements
- Maintain accurate and timely documentation of all services provided
- Enter participant information into agency database in an efficient and timely manner
- Maintain on-line schedule accurately and up to date
- Maintain on-line list of program participants accurately and up to date
- Communicate with front office staff and RM Director when arriving & leaving
- Participate in all required staff meetings including clinical team staffing
- Participate in program development, when necessary and appropriate

KNOWLEDGE, SKILLS & ABILITIES:

- Know and follow established UICSL & Red Mesa policies and procedures.
- Know and follow established procedures from the Red Mesa Training Manual.
- Knowledge of and experience with the unique cultural, historical and economic backgrounds of urban AI/AN people, AND/OR evidence of cultural humility and adaptability when working with ethnically diverse clients.
- Ability to successfully integrate AI/AN knowledge into counseling services.
- Knowledge of and a demonstrated respect for AI/AN history, values, customs, and practices.
- Ability to develop and/or modify services to increase their cultural relevance.
- Demonstrated ability to follow all professional standards, licensing/certification, and grant /contract requirements pertaining to the position.
- Excellent interpersonal skills with the ability to respectfully interact with *all* people
- Excellent professional communication skills, verbal and written.
- Ability to work effectively as part of a multidisciplinary team
- Ability to function professionally in stressful situations
- Demonstrated ability to adapt to changes in work and personal life
- Ability to problem solve and resolve conflicts effectively and efficiently
- Ability to organize and prioritize daily work duties
- Proficiency with Microsoft software and experience with practice management software (RPMS)

HOW TO APPLY:

Complete an agency application (available at <http://www.uicsl.org/contact-us/>, bottom of page)

Submit your application in person to the Director of Red Mesa Counseling at 120 West 1300 South, Salt Lake City, UT 84115 or by email to pflack@iwic.org.

- Cover Letter
- 3 Professional Letters of Recommendation
- Current Resume with documentation of credentials
- Professional writing sample

Under the Indian Hiring Preference Act, the Urban Indian Center gives preference to qualified applicants of American Indian or Alaskan Native descent

This job description has been designed to indicate the general nature and level of work performed by employees within this job title and classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. This job description is not a contract for employment, and is subject to change to meet with programmatic and funding situations.