



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## **JOB ANNOUNCEMENT**

**JOB TITLE:** Licensed Mental Health Provider/Crisis & Outreach Supervisor  
Behavioral Health (BH)

**OPEN:** August 19, 2019

**EXEMPT:** Yes

**SALARY:** (11) \$33.18-\$37.16 per hour DOE

**SHIFT:** Flexible

**LOCATION:** Tribal Administrator

**DURATION:** Regular Full Time

**CLOSES:** September 3, 2019

**JOB CODE:**

**DIVISION:** BH

**DEPARTMENT:** Mental Health

**SUPERVISOR:** Clinical Manager

**VACANCIES:** 1

**JOB SUMMARY:** The Licensed Mental Health Provider and Crisis & Outreach Supervisor will assess for and provide individual and group mental health services to native community members. This Provider will also follow all guidelines as outlined in the Behavioral Health Manual. The incumbent may be tasked to work in a number of areas where mental health services are being provided to adults, adolescents, and children and to respond to clients in crisis within the community. In addition to their mental health counseling responsibilities the Licensed Mental Health Provider will also have responsibilities as a Crisis & Outreach Supervisor. This will include being the primary clinician responding to clients in crisis and will include supervisory tasks for Certified Peer Support Counselors. This position requires the provider to be flexible with work hours based on the services needed within the Lummi Nation.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

### Licensed Mental Health Provider Responsibilities:

1. Provide individual and group mental health treatment services using a strength-based approach to address cognitive, behavioral and/or emotional deficits.
2. Provide culturally congruent and sensitive treatment services.
3. Use an evidenced based practice therapeutic model in the delivery of services. i.e. Trauma-focused, Cognitive Behavioral Therapy, and Motivational Interviewing practices based on client individual needs.
4. Provide appropriate and timely referral assistance to clients whose needs are beyond the scope of practice and require more specialized services. Referrals will be coordinated with the Behavioral Health Director and Clinical Manager.
5. Provide consultation with client family members and other service providers on the Reservation or in the broader community consistent with the client's wishes or needs.
6. Comply with the provisions of the Lummi Behavioral Health treatment manual for consistency in documentation, programmatic processes and standardization.
7. Act as a primary care clinician or work as a clinical team for assigned clients.
8. Standardized practices for services include:
  - a. Obtain signed Informed Consent from client and verbally review with client
  - b. Complete mental health assessment
  - c. Create an individualized treatment plan utilizing the client's voice
  - d. Develop crisis plan if necessary

- e. Submit progress notes according to Behavioral Health policy and WAC standards
  - f. Maintain client records ensuring mental health assessments, treatment plans, progress notes are completed within times required
  - g. Actively close out files when clients complete or discontinue services
  - h. Provide support for other team members and their clients during scheduled work hours or when clinicians are on leave
  - i. Attend weekly clinical staffing meetings for administrative and group supervision
9. Collaborate and coordinate client care with affiliated service departments such as Probation, Lummi Counseling Services, the Courts, Lummi Children Services, Employment Training, Lummi Tribal Health Clinic, the Lummi Nation and Ferndale Schools.
  10. Make referrals as needed to the BH Psychiatric Prescriber for medication management.

#### Crisis Manager Responsibilities:

1. Serve as the primary clinician in responding to emergent requests for mental health services in the Lummi Community during regular office hours.
2. Participate in mental health crisis response protocol, including being in monthly on-call rotation to provide 24/7 outreach to hospital and community following a concern for mental health crisis.
3. Work with the Clinical Manager and Behavioral Health Director to develop additional programming around serving clients in crisis.
4. Identify additional resources for clients and clinicians not provided by Lummi Behavioral Health such as inpatient treatment access, referrals for psychiatric evaluations, referrals for autism and fetal alcohol assessments, and other specialized services as needed.
5. Support the coordination of care with community resources, such as Lummi Children's Services, Lummi Counseling Services, Lummi parent educators, Lummi Nation School and Early Learning Programs, Ferndale School District, Lummi Employment Training, and other stakeholders in order to provide wrap-around services for children, youth, and adults.
6. Provide individual supervision monthly or more frequently as needed for mental health clinicians as assigned in order to provide consultation, determine individual training needs, and provide feedback on clinical charting.
7. Review and sign-off on clinical records for supervisees.
8. Maintain a log of individual supervision for licensed mental health clinicians and trainees.
9. Complete Annual Performance Reviews for Certified Peer Counselors or Case Managers.
10. Consult and collaborate with the Clinical Manager on clients or families identified by the clinicians as experiencing crisis, suicidal intention, plan, or attempt, complex psychiatric issues, or the need for CPS reporting.
11. Maintain strict confidentiality in all work related areas; process all client information activities in a confidential manner consistent with Lummi Nation's policies.

#### **MINIMUM QUALIFICATIONS:**

- Masters degree in Psychology, Education, Counseling, Social Work, or Behavioral Science from an accredited college or university.
- 3 years work experience working with children, youth, adults, and families.
- Independent Clinical Mental Health Provider - Washington State Licensure
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

#### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Ability to learn on the job and willing to participate in relevant job training opportunities as identified

- Knowledge of HIPAA rules and regulations
- Knowledgeable in mental health performance standards
- Knowledgeable in addictions treatment and co-occurring problems
- Knowledge of local resources available to youth, adult and families
- Good communication and listening skills
- Knowledge of treatment-integrated understanding of historical trauma and Native cultural values
- Ability to discuss sexual issues in mixed gender group.
- Knowledgeable about HIV/AIDS and sexually transmitted diseases.

#### **REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and FAMLINK Check.
- Must have CPR and First Aid certification within 30 days of hire.
- Experience working with Native American children and their families *preferred*.
- Must be accepting and respectful toward clients and staff
- Must be flexible and able to work nights and weekends.

#### **TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov) For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.