



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: Cultural Therapy Assistant
Counseling Services (CS)/CARE

OPEN: November 20, 2018

EXEMPT: No

SALARY GRADE: (6) \$16.50 to \$18.48 per hour DOE

SHIFT: Day

LOCATION: CS Building

DURATION: Regular Full Time

CLOSES: December 5, 2018

JOB CODE:

DIVISION: Behavioral Health

DEPARTMENT: CS

SUPERVISOR: Program Assistant

VACANCIES: 1

JOB SUMMARY: Cultural Therapy Assistant will assist in providing Cultural Arts to clients attending the Culture Group Therapy. Incumbent will prepare art projects and materials for projects in advance for the clients attending group therapy. Position will assist and teach client how to do different cultural arts such as beading, creating cedar baskets, sewing and fringing shawls, drum making, painting and other cultural arts and crafts. Position responsible to maintain a warm and inviting environment for clients

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

1. Assist Cultural Therapist by providing assistance to clients attending group therapy.
2. Teach and assist clients with assigned art projects following the policies procedures Group Therapy.
3. Serve as the instructor in the absence of the Cultural Therapist.
4. Keep inventory of art supplies and ensure that the supplies are kept in a secure and organized manner
5. Oversee and assist clients in properly returning tools and equipment to where they belong.
6. Order supplies and run errands as needed for Cultural Therapy Group.
7. Participate in gathering of cedar when in season. Strip and prepare cedar for use in group therapy.
8. Teach clients how to operate sewing machine for making shawls and other sewing projects.
9. Provide assistance to clients on beading necklaces, earrings and other beading projects.
10. Assist clients in making drums from hide.
11. Teach clients to crochet and make scarfs, lap blankets and other crochet projects.
12. Teach clients how to weave cedar baskets, hats, headbands and other cedar projects.
13. Teach clients how to make leather medicine bags and other leather projects.
14. Keep the Art Room clean and well organized for each class.
15. Ensure clients sign the attendance sheet for each class.
16. Responsible for tracking equipment and ensuring that theft does not occur.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED
- Driver's License not needed for this position.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge and skill in cultural arts such as beading, sewing, cedar baskets, crocheting, leather work and other arts and crafts.
- Ability to be sensitive and understanding to people with chemical dependency problems.
- Ability to establish and maintain a professional relationship with program participants.
- Possess good judgment concerning confidentiality and ethical procedures.
- Ability to be a positive role model and not participate with dysfunctional behaviors or attitudes.
- Possess knowledge and skill operating a sewing machine.

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.
- Position requires extensive Criminal Background Check.
- Must have HIV/AIDS and Airborne Pathogens eight hour training or willing to register in the next available class.
- Must have CPR Class or willing to take the next available class
- Must be willing to travel for training and professional development.
- Must be alcohol and drug abstinent for 3 years or more
- Must have experience in teaching Native Arts and knowledgeable of the Lummi Culture (Sche Lang en) and way of life.
- Must be reliable and dependable

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <http://lnnr.lummi-nsn.gov/LummiWebsite/Website.php?PageID=376> or request by e-mail 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.