



# 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:** Lummi Counseling Services (LCS) Director

**OPEN:** July 10, 2026

**EXEMPT:** Yes,

**SALARY:** (14) \$52.96-\$59.64/hr. DOE

**SHIFT:** Day

**LOCATION:** LCS Building

**DURATION:** Regular Full Time

**CLOSES:** August 20, 2026

**JOB CODE:**

**DIVISION:** LIBC Policy

**DEPARTMENT:** Lummi Counseling Services

**SUPERVISOR:** Secretary LIBC Health Rep

**VACANCIES:** 1

**JOB SUMMARY:** This position will serve as the overall Director of the Lummi Counseling Services (LCS) which includes the Substance Use Disorder Treatment Program and the Healing Spirit Opiate Treatment Program (OTP). The post holder must have extensive experience in clinical operations management, regulatory compliance and community partnered health care. They must be a skilled strategic leader with a proven track record managing a regulated substance use disorder program. The Director must ensure program certification and accreditation is maintained in accordance with the Lummi Nation Tribal Attestation, and any applicable State and federal Regulations. Expertise managing and monitoring high dollar budgets. Post holder should have strong leadership skills and the ability to build a high-performing cross-functional clinical team integrating culturally centered holistic healing frameworks. Post holder must be committed to quality care and initiating program improvements when identified and ensure program goals are met and service strategies promote the safety, efficacy and program interests to clients at the highest level. This position will oversee the outpatient array of recovery services including SUD and co-occurring disorders providing treatment for the Lummi community and others eligible for care. The individual will be accountable for leading, planning, developing, monitoring, reporting and upholding the highest clinical standards and staff excellence.

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

1. Provides Administrative operational leadership for the Lummi Tribal WA state Licensed Intensive Outpatient treatment program for substance use disorders and the Healing Spirit Opiate Treatment Programs (OTP).
2. Ensures that the program maintains compliance with all applicable regulations, standards and laws that are required by Lummi Tribal (Attestation), state and federal Laws
3. Ensures LCS compliance with all WA State licensing and certification requirements, including keeping abreast of changes by the State and implement program adjustments as needed, meeting with State audit teams and, if needed, develop and implement a corrective action plan.
4. Will be accountable for managing the LCS operating budget following the LIBC Budget process and requirements.

5. Directs and implements the administrative processes and resources of an outpatient substance use specialty service program, ensures quality care and services for patients by implementing systems, and operational procedures to coordinate service delivery.
6. Provide day-to-day administrative supervision and maintain a positive working relationship with identified leadership team including the OTP Physician Medical Director and Sponsor
7. Provide staff management to include hiring, development, training, performance evaluations, and communication to ensure effective and efficient delivery of program services.
8. Ensure staff scheduling, deployment, and participation in on-site and off-site programs, including wrap-around service partners, including but not limited to: Lummi Nation School, Lummi Youth Social Services, Lummi Employment and Training Center, Lummi Family Wellness Court, Lummi Drug Court, Lummi Housing Transitional and Recovery Homes Program, and the Whatcom County Jail.
9. Participate in weekly LCS counselor staff meetings to ensure effective communication of program issues, needs and developments and to ensure licensed clinical management and senior treatment staff are kept abreast of client compliance, progress reports, or client problems and issues.
10. Ensure Medicaid covered billing services for substance use disorders (SUD) encounters are following guidelines and policy as listed in Outpatient alcohol and/or drug treatment defined in chapter 246-341WAC.
11. Ensures the Medical Director and Sponsor of the Healing Spirit Clinic, a licensed and certified opiate substitution treatment program, continues to meet Health Care Authority (HCA) and the Drug Enforcement Administration (DEA) licensing and certification with the state and federal government, and ensures retention of a Medical Director with training and certification in opioid substitute treatment.
12. Ensures the highest standards are upheld in the Recovery Housing / sober living homes, and implements standards as identified by the Chief Licensor of the Lummi Nation assuring compliance with licensing.
13. Ensure the appropriate “Healing and Recovery” elements are provided to clients such as Lummi cultural activities, which may include massage therapy, Traditional Healing and other holistic and alternative treatment approaches.
14. Participate in the development of family crisis intervention plans for individuals as requested.
15. Serve as a LIBC staff representative at local, regional, state, and national meetings concerning Substance Abuse and Recovery.

#### **MINIMUM QUALIFICATIONS:**

- Master's degree in any of the Behavioral Sciences including counseling, social work, or closely related field.
- At least 5-7 years of verified leadership and management experience overseeing a certified outpatient program or related field.
- 5 years verified clinical experience in the field of co-occurring disorders and chemical dependency.
- Active WA State license and certification as a Licensed Clinical Social Worker with Co-occurring Disorders certification / verified training *and* a current Substance Use Disorder Professional (SUDP) license *required*
- Must possess a valid Washington State Driver’s license and meet eligibility requirements for tribal auto insurance.
- Lummi/Native American/Veteran preference policy applies.

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

- Must have knowledge of the technical requirements and regulations for a State certified outpatient program for chemical dependency treatment.

- Must have knowledge of HIPAA and 42 CFR Part 2, which protects the rights and confidentiality of clients, their treatment and their health records.
- Able to lead a team of chemical dependency counselors, support personnel, and other professional staff, organize the workload, and monitor and evaluate individual team member's work product.
- Must have supervisory skills and ability to handle difficult conflict situations among employees or clients.
- Ability to deal well with people in highly emotional situations, to communicate well with people of all ages, and to speak clearly and intelligently with groups of people.
- Must be willing to travel and serve as a LIBC representative for meetings, seminars, and important lobbying efforts as required.

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol tests to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- Position requires extensive Criminal Background Check clearance.
- Must have completed the HIV/AIDS and Blood Borne Pathogens eight (8) hour training or be willing to take the next available class.
- Must provide evidence of CPR training or be willing to register in the next available class.

**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.