# 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/Clinical Lead
Behavioral Health (BH)
**Re-Advertise**

**OPEN**: November 13, 2026
**EXEMPT**: Yes
**SALARY**: (13) $46.10-$51.92/hr. DOE
**SHIFT:** Flexible
**LOCATION**: LNHC
**DURATION**: Regular Full Time

**CLOSES:** Until Filled
**JOB CODE**:
**DIVISION**: HHS
**DEPARTMENT:** Behavioral Health
**SUPERVISOR**: Clinical Director
**VACANCIES**: 1

**JOB SUMMARY**: The incumbent will be assigned to the Lummi Behavioral Health Division as a Licensed Mental Health Provider and a Clinical Lead. As a Mental Health Provider the incumbent will assess 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. In addition to their mental health counseling responsibilities the Licensed Mental Health Provider will also have responsibilities as a Clinical Lead for certain supervisory tasks over other Licensed and Associate Mental Health Providers. The Provider will be employed as a salaried employee within the Lummi Indian Business Council. 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. The expectation is an average of 14 completed sessions are required per week, 56 per month.
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 psychiatry for medication management.
11. Other Duties as assigned.

<u>Clinical Lead Responsibilities:</u>

1. Identify additional resources for clients and clinicians not provided by Lummi Behavioral Health such as inpatient treatment access, referrals for psychiatric evaluations, and other specialized services as needed.
2. Provide individual supervision monthly or more frequently as needed for mental health clinicians, and certified peer counselors, as assigned in order to provide consultation, determine individual training needs, and provide feedback on clinical charting.
3. Review and sign-off on clinical records for associate level clinicians.
4. Maintain a record and notes of individual supervision for licensed mental health clinicians and associates.
5. Conducts and assists in department wide quality assurance measures and protocols.
6. Reviews clinician caseload distribution to ensure an equitable client to clinician ratio.
7. Ensures clinicians are meeting client contact standards.
8. Maintains oversight and accountability of assigned clinicians.
9. Complete Annual Performance Reviews for assigned Mental Health clinicians.
10. Training new providers in the policy, procedures, electronic charting and all other aspects of their job responsibilities.
11. Initiate corrective action steps following LIBC policy and procedures if a provider is deficient in following through with their legal and job description responsibilities
12. Ensure that the clinical documentation of every provider under their supervision meets LBHD standards per the WAC codes in order to achieve program goals.
13. 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.
14. Maintain strict confidentiality in all work-related areas; process all client information activities in a confidential manner consistent with Lummi Nation's policies.
15. Other Duties as assigned.

**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.

- Completion of 15 hours of Supervision training that meets the WA State requirements to be a Supervisor. Must provide proof of training.
- Mental Health Provider Washington State Licensure as a LMFT, LICSW, LMHC for at least two years.
- 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
- Proficiency with EHR applications (Ochin EPIC preferred)
- 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 successful and extensive criminal background check, CAMIS background 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 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.