



# COLORADO RIVER INDIAN TRIBES

## *Human Resources*

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Eldred Enas, Chairman

**JUNE 1, 2012**

**#51-12**

### **\*VACANCY ANNOUNCEMENT\***

**DEPARTMENT:** DEPARTMENT OF HEALTH SERVICES  
**JOB TITLE:** CLINICAL DIRECTOR  
**SALARY:** D.O.E.  
**CLOSING DATE:** OPEN UNTIL FILLED

#### **GENERAL SUMMARY:**

The candidate must be Independently Licensed in the State of Arizona as both a Mental Health Therapist and a Substance Abuse Counselor. Or, the candidate must be a state approved and licensed Psychologist. The candidate must have knowledge and experience in Third Party Billing, with both private insurance and government programs. The candidate must have knowledge and experience in working with the Arizona Medicaid system and knowledge and experience in working with Tribal 638 programs. The candidate should have successful experience in management of a Behavioral Health Services (BHS) program. Preferred candidate will have knowledge and experience managing group homes or residential substance abuse programs.

The candidate will perform direct clinical supervision of the behavioral health staff in the providing of appropriate treatment and therapeutic counseling services to the people of the Colorado River Indian Tribes. The preferred candidate will ensure that there are quality ethical standards that are appropriate to clients' needs. Other duties will be assigned as necessary but will include: Maintaining client files and required documentation in accordance with departmental, tribal, state, and federal standards. Providing direct oversight for program spending and budgeting for Behavioral Health Services, as well as advocating and seeking alternate forms of external funding.

#### **MAJOR DUTIES/ RESPONSIBILITIES:**

- Clinical supervision of the Behavioral Health staff.  
Standard: BHS staff shall be clinically supervised.
- Provide direct oversight for program spending and budgeting and maintaining fiscal health and integrity of budget and funding.

- Standard: Program fiscal health shall be maintained 100% of the time.

  - Advocate for Department funding and seeking alternate forms of external funding and support appropriate for Department's programs, including grants, contracts, foundations, and other third party reimbursement support.  
Standard: Alternative forms of funding will be sought.
  - Serve as expert advisor and consultant on programmatic aspects of the behavioral health care delivery system.  
Standard: Advise and consult on programmatic aspects of behavioral health care delivery.
  - Provide administrative liaison and oversight with Indian Health Services, provide consultation, and coordinate activities with tribal, federal, state, county, and other agencies on the impact of behavioral health problems and programs to achieve a more comprehensive behavioral health care system for Native Americans within the CRIT Reservation.  
Standard: Coordination with other agencies will occur in order to facilitate comprehensive behavioral health care system.
  - Provide or arrange clinical consultative, evaluative, and psychotherapeutic services to the hospital if requested.  
Standard: If requested, clinical consultative, evaluative, and psychotherapeutic services to the hospital will be provided or arranged.
  - Services include adult, child, and adolescent evaluation, diagnosis, and treatment of patients and consultative evaluations and recommendations to requesting health care personnel at the hospital.  
Standard: If requested, adult, child, and adolescent evaluation, diagnosis, and treatment of patients and consultative evaluations and recommendations will be provided to hospital personnel.
  - Ensure that a full range of Alcohol and Other Drug abuse (AOD) and mental health services are provided to clients of various age groups through the provision of clinical supervision of the treatment staff.  
Standard: To the extent resources are available, a full range of AOD and mental health services will be provided.
  - Complete reports as required to the Executive Director DHS, Tribal and State funding agencies, and IHS.  
Standard: Reports will be completed 100% of the time and timely 95% of the time.
  - Consult with other legal and treatment agencies and/or individuals in relation to client records, rights, and responsibilities.  
Standard: Consultation regarding records, rights, and responsibilities shall be provided.
  - Plans and facilitates community outreach, prevention, and education activities as appropriate.  
Standard: Outreach, prevention, and education activities will be planned and facilitated.
  - Serve as a liaison and representative to community organizations and schools.  
Standard: Will serve as BHS liaison to the community and schools.
  - Provide formal teaching, consultation, and in-service training to relevant professionals in immediate and proper managing of referrals.

Standard: Will provide training and consultation on proper managing of referrals.

**PROFESSIONAL STANDARDS:**

A. Clinical Director will follow his or her Professional Organization's Code of Ethics (American Association for Marriage and Family Therapy, American Counseling Association, American Psychological Association, or National Association of Social Workers).

B. In addition, CRIT Behavioral Health Services follows the American Counseling Association's (ACA) Code of Ethics. This includes, but is not limited to the following:

- Have a responsibility to abide by the *ACA Code of Ethics*  
Standard: Will abide by the *ACA Code of Ethics*.
- Aspire to open, honest, and accurate communication in dealing with the public and other professionals.  
Standard: Will engage in open, honest, and accurate communication.
- Practice within the boundaries of professional and personal competence.  
Standard: Will practice within the boundaries of professional and personal competence.
- Have a responsibility to the public to engage in counseling practices that are based on rigorous research methodologies.  
Standard: Will engage in practices that are based on rigorous research methodologies.

C. In the event that a situation arises where the Clinical Director's professional organization's Code of Ethics conflicts with the ACA Code of Ethics, the Clinical Director will consult with the two professional organizations to solve the potential ethical dilemma.

**WORK ENVIRONMENT:**

**A. Confidentiality**

This position is exposed to highly confidential client information including treatment records, financial status, and demographic information. Must maintain client/patient confidentiality and must be able to work with confidential material in accordance with the *Federal Health Insurance Portability and Accountability Act (HIPAA)*.

**B. Supervision**

This position is responsible to supervise subordinate direct care staff as assigned.

**C. Internal and Public Contacts**

This position involves constant direct interaction with clients, their families, direct care staff, Child Protective Services, Social Services, Indian Health Services, and other social service providers.

**D. Conditions and Equipment**

The work is fast paced and hours vary between 8 AM to 8 PM, with some weekend work required. Equipment operation includes basic office equipment, computers, and

communication tools. Must have a reliable vehicle, an Arizona Driver's license, and proof of insurance.

**QUALIFICATIONS:**

**A. Education**

Requires a Master's Degree in a behavioral health sciences field, or a PhD. or PsyD in psychology or an MD and board certification in psychiatry and be state approved and licensed.

**B. Licensure**

Must be Independently Licensed in the state of Arizona at the Master's level as a Licensed Professional Counselor (LPC), or a Licensed Marriage and Family Therapist (LMFT); or a Licensed Clinical Psychologist, or a licensed physician with board certification in psychiatry. Must also be Independently Licensed, in the state of Arizona, as a Licensed Independent Substance Abuse Counselor (LISAC). If the candidate is a board approved and licensed psychologist or psychiatrist, the LISAC license will be waived.

**C. Experience**

Requires experience in the assessment of clients in assigned populations with 2 years experience in mental health work minimum. Must be over 21 years of age.

**D. Abilities**

Requires excellent interaction skills, written and verbal communication skills, flexibility in working hours, and good organizational skills. Experience and knowledge of community resources, family dynamics, human behavior, and Native American culture is required.

**E. Certifications**

Must have or be able to complete CPR and First Aid certifications within 30 days of hire.

**SPECIAL POPULATION REQUIREMENTS:**

**A. Child/Adolescent Population**

1. Demonstrate knowledge of growth and development to communicate and provide therapy at an age-appropriate level.
2. Demonstrate knowledge of the range of treatment needs common to this population.
3. Demonstrate the capability of interpreting information appropriate to the age of the child being assessed and/or treated.
4. Demonstrate knowledge of the specific rights afforded children and their parent/guardian.

**B. SMI Population**

1. Demonstrate knowledge of the special needs of the SMI population.
2. Demonstrate knowledge of the safety, risk, and infection control practices pertinent to the work environment and is able to convey that knowledge to the person with Serious Mental Illness.
3. Demonstrate knowledge and principles of instruction/training.
4. Demonstrate the ability to employ appropriate motivation techniques with clients.
5. Demonstrate knowledge of the community resources typically needed by the SMI population and has knowledge how to access those resources.

**C. Substance Abuse Population**

1. Demonstrate competence in gathering and interpreting information about addiction.

2. Demonstrate understanding of the bio-psycho-social-spiritual influences and the effects of addictions.
3. Demonstrate knowledge of the natural history and clinical basis of addiction.
4. Demonstrate knowledge of the natural history and clinical basis of dependent individuals.
5. Knowledgeable about available treatment resources and their appropriate use.

**APPLY:**

**COLORADO RIVER INDIAN TRIBES HUMAN RESOURCE DEPARTMENT  
26600 MOHAVE ROAD  
PARKER, ARIZONA 85344**

**For Employment Application visit: <http://www.crit-nsn.gov>**

**INDIAN PREFERENCE:** Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

**C.R.I.T. offers: Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan.**