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**Karuk Community Health Clinic**

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

**Karuk Tribe****Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

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**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

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**Vacancy Announcement****(Internal)****Title:** Mental Health Therapist II**Reports To:** Director – Child and Family Services or Designate**Location:** Happy Camp/Yreka/Orleans**Salary:** \$50,000 - \$60,000(DOE)**Classification:** Full Time, Regular, Non-Exempt, Non Entry Level

**Summary:** The Mental Health Therapist II will possess a license to practice as a Licensed Clinical Social Worker, Marriage and Family Therapist from the Board of Behavioral Sciences or as a Clinical Psychologist from the California Board of Psychology. The position provides services including comprehensive assessment, diagnosis, counseling and psychotherapy to child, family and adult clients. Therapist will: communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment; participate in practice development activities; meet clerical and administrative requirements as needed for financial, risk management and quality improvement activities; work closely with the Child and Family Services Director ensuring the quality of clinical services is maintained to clients. This position may qualify employee for loan repayment under Indian Health Service or National Health Service Corps.

**Application Deadline: January 28, 2019, 2017 5 PM**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us/jobs/](http://www.karuk.us/jobs/) The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply. If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: [www.karuk.us/jobs/](http://www.karuk.us/jobs/) or by contacting the Human Resource Director, Telephone (530) 493-1600 ext. 2041 Fax: (855) 437-7888, Email: [vsimmons@karuk.us](mailto:vsimmons@karuk.us)

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**Responsibilities:**

1. The mental health therapist is responsible for managing his/her case load within departmental policies and procedures.
2. Will establish appropriate relationships with clients and families in order to encourage an effective use of the therapeutic process.
3. Responsible for the development of billable, mutually agreed upon, individual and or family treatment and discharge services plans.
4. Perform a wide variety of individual, group or family counseling interventions.
5. Develops and maintains cooperative, constructive relationships with members of other professional disciplines, social agencies, and the Department of Child and Family Services.
6. Maintains up to date clinical documentation via our electronic recordkeeping system including case notes, comprehensive bio-psychosocial intake assessments and treatment plan.

7. Consults with supervisors and staff as needed
8. Attends training seminars, staff and other inter and intra departmental meetings as needed and appropriate.
9. Shall allow for and provide access for alternative Mental Health and Drug/Alcohol treatment, i.e., traditional practices.
10. Ensures client records are accurate, current and meet relevant legal and ethical standards.
11. Demonstrate the ability to be polite and maintain a priority system in accepting other position related job duties as assigned.
12. Must be willing and able to travel to treatment sites within the tribal service area.
13. Must be willing and able to travel for training as necessary and required.

**Qualifications:**

1. Knowledge of current Diagnostic Statistical Manual of Mental Disorders (DSM) in formulation of treatment goals and application of appropriate clinical interventions using professional counseling practices.
2. Basic knowledge of professional counseling practice with the emphasis on human development principals, cognitive, affective, behavioral or systemic interventions, and strategies that address high risk behavior and wellness.
3. Basic skill in the use of computer software applications for drafting documents, data management, maintaining accurate, timely and through clinical documentation and delivery of services.
4. Knowledge and understanding of existing relevant statutes, case laws, ethical codes and regulations affecting professional practice of counseling.
5. Must have current CPR certification.
6. Must adhere to an investigation of character as required by the ***Indian Child Protection and Family Violence Prevention Act***. The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation (F.B.I.) and to appropriate local law enforcement agencies. The applicant must not have been found guilty of, or entered a plea of no contender or guilty plea to any felonious offense or two or more misdemeanor offenses under Federal, State, or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; crimes against persons; or offenses committed against children.

**Requirements:**

1. All applicants must have fulfilled all of the requirements for the master's degree or doctorate degree in social work, counseling or psychology in a fully accredited graduated program.
2. Applicants must have completed all of the requirements for the master's degree or doctorate in a graduate program that included a practicum.
3. Must possess an active and current license as a Licensed Clinical Social Worker, Marriage and Family Therapist or Clinical Psychologist.
4. Must provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B Vaccine. Must test annually for TB.
5. Must successfully pass a pre-employment drug screening test.
6. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
7. Must adhere to an investigation of character as required by the ***Indian Child Protection and Family Violence Prevention Act***. The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation (F.B.I.) and to appropriate local law enforcement agencies. The applicant must not have been found guilty of, or entered a plea of no contender or guilty plea to any felonious offense or two or more misdemeanor offenses under Federal, State, or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; crimes against persons; or offenses committed against children.

**Tribal Preference Policy:** In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

**Veteran's Preference:** It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

**Council Approved: February 26, 2016**

**Chairman's Signature:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_