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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

## Vacancy Announcement

**Title:** Licensed Mental Health Therapist - Koo Vura Yee Shiip Program

**Reports To:** Karuk Human Services Director or Designee

**Location:** Happy Camp and Orleans or Yreka

**Salary:** \$62,400 - \$72,800 Annually DOE

**Classification:** Full -Time, Exempt, Non-Entry Level

**Summary:** The Licensed Mental Health Therapist will provide therapeutic services to Native American child victims of crime. Licensed Mental Health Therapist will complete comprehensive assessment, diagnosis, counseling and psychotherapy. Therapist will provide information to victims and their families. Therapist will communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment in a culturally sensitive manner; participate in practice development activities; work closely with tribal and community resources to coordinate care. Therapist will enlist cultural practitioners as needed; refer clients to and maintain contact with Victims of Crime services in Siskiyou and Humboldt County.

### **Application Deadline: Open Until Filled**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us](http://www.karuk.us) 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](http://www.karuk.us) or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2041, Fax: (855) 437-7888, Email: [vsimmons@karuk.us](mailto:vsimmons@karuk.us)

## **POSITION DESCRIPTION**

**Title:** Licensed Mental Health Therapist - Koo Vura Yee Shiip Program

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**Responsibilities:**

1. Shall provide effective outpatient psychotherapy and/or appropriate culturally competent therapy services to Native American child victims of crime through individual and group mental health methodologies.
2. Obtains required parental/guardian consent and conducts comprehensive intake assessments and treatment plans for clients; shall maintain client records ensuring they are accurate, current, and meet relevant legal and ethical standards.
3. Recruits and screens potential cultural practitioners and program volunteers according to the Karuk Tribe policy and Cal OES regulations.
4. Develops and maintains cooperative relationships with Karuk Health and Human Services, members of other professional disciplines, local/county/tribal social service agencies, and local schools.
5. Shall participate in weekly supervision, case conferences and consultation with Clinical Supervisor or qualified designee regarding performance and to review cases and recommended service plans and case management options.
6. Provide Victim Witness information to clients and their families; coordinate referrals to and from other agencies for victims and their families.
7. Maintain required documentation and prepare accurate reports required by Karuk Human Services Program, Karuk Community Development Corporation and the funding agency.
8. Shall be available for local and out of area travel as required for job related training.

9. Shall attend all required meetings and functions as requested and in a timely manner.
10. Shall consult with supervisors and staff as needed and shall be polite and maintain a priority system in accepting other position related job duties as assigned.
11. Work hours may be modified to support mental health activities that extend prior to or after normal working hours, including weekends. Hours will not exceed 5% of the total hours worked annually.

**Qualifications:**

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Demonstrates the ability to understand and follow oral and written instructions.
5. Have knowledge of or be willing to learn from cultural practitioners.
6. Ability to provide care to clients with diverse values, beliefs and behaviors, including tailoring delivery to meet clients' social, cultural, and linguistic needs.
7. Awareness of the potential impact of their own attitudes and behaviors on work.

**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 graduate 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 or internship.
3. Must possess an active and current license with the California Board of Behavioral Sciences. as a Licensed Clinical Social Worker, Licensed Marriage and Family Therapist or as a Clinical Psychologist with the California Board of Psychology.
4. Must have current CPR certification or the ability to become certified within 30 days of hire.
5. Must possess valid driver's license, have a good driving record, and be insurable by the Karuk Community Development Corporation's insurance carriers.
6. Must adhere to the Tribe's confidentiality policy and HIPAA policies.
7. Must successfully pass a pre-employment drug screening test, and provide documentation of immunity to measles or become immunized with the recommended vaccine. Must agree to become immunized with the recommended vaccine, Flu and Hepatitis B vaccine. Must test for TB upon hire and per CDC guidelines as required.

8. 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.
9. Must adhere to all Karuk Health and Human Services policies and regulations.

**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/Karuk Community Development Corporation 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 11, 2016      **Revised:** 5/23/2019, 6/10/21

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

**Date:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_