

Helena Indian Alliance

Job Description

Position Title: Licensed Clinical Social Worker or Licensed Clinical Professional Counselor (Dually Licensed also welcome to apply)

Job Type: Regular, Full-Time

Close Date: 04/06/2018

Reports to: Executive Director

Our Mental Health Professional provides clinical services under the direction of the BH Coordinator, and Clinical Supervisor to all referred clients.

Duties and responsibilities:

- Assess, plan, arrange, and implement psychosocial programs for HIA.
- Responsible for the content of education and counseling programs for either individual patients or groups of patients and serves as liaison to community, individuals, and groups as appropriate.
- Perform short term counseling and crisis intervention as necessary. Modify treatment plans to comply with changes in patient status.
- Coordinate with clinical, health education, community health and other staff members in the provision of services to patients. Work in collaboration with the ATR program. Provide referrals for services as needed.
- Plan and implement community and social services, and maintain and develop outreach activities.
- Assist with grant development and implementation process.
- Assist with the preparation of all monthly, quarterly, semi-annual and annual reports per reporting requirements.
- Assume other responsibilities as assigned by the Executive Director.

Knowledge, skills and abilities:

- To perform this job successfully, an individual must have the ability to work effectively independently and in a team environment.
- The Clinical Social Worker must possess a minimum of five (5) years' experience in clinical social work.
- Excellent verbal and written communication skills.
- Excellent interpersonal skills.

- Must have demonstrated the ability to work with the local Native American Indian Community as well as legal and social service agencies.
- Have the ability to manage time well and work under stressful conditions with an even temperament.
- Have the ability to establish and maintain harmonious working relationships with other employees and public
- Requires proven professionalism and the ability to deal effectively with patients, families, caregivers and a variety of internal and external resources.

Education/Experience:

- Master's degree preferred in Social Work or Social Services, or Bachelor's degree in Social Work/Social Services or related field, or equivalent experience and three years' experience in the above.
- Three years Social work or social services experience in public, Tribal, or private services agency preferred.

Experience for Mental Health Professional:

- Coursework and professional experience that indicates knowledge of mental health counseling, group and individual psychotherapy, diagnosis and treatment of mental disorders, psychological assessment techniques, crisis intervention, and mental health consultation.