



Spirit Lake Tribe
P.O. Box 359
Fort Totten, North Dakota 58335
slthr@spiritlakenation.com

Job Title:

Licensed Addiction Counselor

Open Date:

April 24, 2017

Position Objective:

Major Duties & Responsibilities

- Client assessments and diagnosis.
- Complete Treatment plans that clearly identify short or long-term goals, methods and intervention.
- Complete Treatment plans reviews to reassess the client's progress in treatment.
- Utilize the results of all assessments to develop an individualized treatment plan.
- Document progress, lack of progress and significant changes in the client's cases.
- Provide referrals to address needs that cannot be met by the program.
- Maintain knowledge of new developments in the field of substance abuse program.
- Selects and recommends new instructional motives and programs for us in the substance abuse program.
- Facilitates educational presentations, group counseling and individual counseling session.
- Participates in related training for substance abuse.
- Community Education on Substance Abuse and establishment of support groups.
- Outreach services to program clients.
- Attend yearly training on Confidentiality Regulations as it relates to HIPPA, 42 CFR Part 2 and HIV.
- Performs duties as assigned.

Qualifications, Experience and education required:

- Evidence of commitment to ongoing personal and professional development.
- Must possess a Bachelor's degree in Addiction Counseling or related field and be Licensed as an Addiction Counselor through the State of North Dakota licensing board.
- Must have 1 to 3 years work experience in the alcohol and drug treatment field.
- Training in addictions, knowledge of the principles, concepts and methodology needed to perform and/or direct duties associated with the treatment and prevention of addictive illness.
- Excellent presentation in representation of position of the Spirit Lake Tribe.
- Possess a strong background in leadership skills and human skills.

- Must abide by SLN Recovery & Wellness Confidentiality policy and sign the agreement.
- Must abide by the Professional Code of Ethics.
- Basic understanding of and ability to operate and enter data into the intranet and internet.
- Valid driver's license and proof of liability insurance is required.
- Must have current CPR, AED and First Aid Certification.
- Will be required to have an updated annual check-up.
- Required to participate in workshops such as, Universal Precautions, Ergonomics training, stress management, HIPPA training, and other Tribal Health mandatory trainings.
- Individual must have a minimum of two years sobriety and remain alcohol and drug free. Employees are subject to a drug test prior to employment and random drug testing during employment.
- Indian preference preferred and experience in working with Native Americans.

Job Role:	Addiction Counselor	Department:	Recovery and Wellness
		Closing Date:	Open until filled
Employment Status:	Full-Time	Supervision:	Recovery Program Director
Monthly Salary Range:	DOQ	Manages Others:	Yes
Number of Vacancies:	one	JD#	Yes

Please Send Application to:

Name:	Spirit Lake Human Resource Dept	Email:	slthr@spiritlakenation.com
Address:	P.O. Box 97	State	North Dakota
City:	Fort Totten, North Dakota	Zip/Postal Code:	58335
Phone:	701-766-1203 or 701-766-1215	Fax:	701-766-1272

JD: RW042417

Application Procedure	Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.
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