



**Spirit Lake Tribe**  
 P.O. Box 359  
 Fort Totten, North Dakota 58335  
[karenj@spiritlakenation.com](mailto:karenj@spiritlakenation.com)

<b>Job Title:</b>	<b>Clinical Social Worker/LAC</b>	<b>Open Date:</b>	<b>September 23, 2020</b>
<b>SLT Program:</b>	<b>Spirit Lake Health Center</b>	<b>Close Date:</b>	<b>Until filled</b>

**Position Objective:** The purpose of this position is to provide professional Clinical Social Work/LAC services for the Spirit Lake Nation and for other Native Americans residing within the area. This position is located at the Spirit Lake Health Center in Fort Totten, ND and is under the direct supervision of the Behavioral Health program supervisor. The LAC is responsible for providing confidential addiction counseling, education, and support to individuals, families, groups, and community promoting healthy lifestyles and healthy choices.

**Major Duties and Essential Functions:**

- Provide professional and culturally sensitive services for the clients of the Spirit Lake Health Center. This includes diagnostic treatment and assessment for individual, families, and groups; problems may include adjustment disorders, problems related to alcohol and drug abuse, victims of abuse, depression anxiety, and suicidal gestures/attempts/ideation.
- Initial mental health evaluation resulting in realistic treatment plans.
- Provide cognitive behavioral therapy, dialectic behavioral therapy, or other therapies appropriate for the client’s needs.
- Provides information and referral services.
- Provides crisis assessments/triage with appropriate interventions.
- Provides professional written documentation for the medical records (Electronic Health Records); provides statistical and other reports as requested.
- Works in close collaboration with physicians and other health care personnel in patient evaluation utilizing social and emotional factors underlying the patient's health problems.
- Serves as a liaison to other health care professionals/agencies and social welfare agencies, including tribal, state, federal and private entities.
- Must comply with federal laws and regulations as required by the Health Insurance Portability and Accountability Act (HIPAA).
- Performs related duties and other activities designed to provide integrated health care services as assigned.
- Provide initial assessments and drug screening.
- Provide counseling to individuals and groups regarding the use and effect of alcohol and drugs.
- Accept referrals from agencies, individual and families in the community and collaborate for individualized care.
- Assist individuals to identify their need for treatment.
- Evaluated the effectiveness of the treatment program and communicate needs, progress, and barriers.

- Provide education by presentation or workshops.

**Knowledge required at a level appropriate for this position:**

- Knowledge and an understanding of theories and ethics based on best practice using the DSM-5.
- The cause and effect of drugs and alcohol.
- Excellent communication and interpersonal skills in order to deal with people in distress.
- The ability to apply your knowledge and research to clinical problems.
- Tolerance of stress.
- The ability to recognize your own limitations and respond to difficult situations.
- Skill in effective listening
- Skill in oral and written communication.
- Skill in use of personal computer and a variety of job-related software applications.
- To work in a self-motivated, independent way.
- The ability to collaborate with colleagues from other disciplines.
- The ability to use electronic health record.
- CPR/First Aid
- Conflict Resolution Skills.

**Supervisory Controls**

The supervisor assigns work in terms of very general instructions. Professional social workers evaluated on overall effectiveness and observation of patient outcomes.

**Guidelines**

Guidelines include federal, state and local regulations, Indian Health Service Manual (Chapter 14, Mental Health Program and Chapter 8, Social Services Programs), accreditation agency standards, Spirit Lake Tribe and SLHC policies and procedures. These guidelines are clear and specific and require some judgment in selecting among alternative approaches.

**Complexity/Scope of Work**

This position involves the performance of a variety of clinical duties in the diagnosis and treatment of patients. The purpose of this position is to provide clinical social work services to SLHC patients. Successful performance helps ensure the overall effective and efficient operation of the Behavioral Health program and SLHC resulting in improved patient outcomes.

**Contacts**

Contacts are typically with individual patients, families, groups, tribal agencies, social service agencies, courts, state and federal resource agencies, private/public treatment facilities, physicians, psychologists and other health care workers, and other employees. Contacts are typically to give and exchange medical information, provide patient care and other related services.

**Physical Demands/Work Environment**

The work performed while sitting at a desk or table within an office or while intermittently sitting, standing

or stooping. The work is in a clinic setting which requires normal safety precaution for infection control and environmental safety measures. The noise level in the work environment is usually quiet.

While performing the duties of this job, the employee is regularly required to sit; use hands and fingers to manipulate, handle, or feel; and, talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

This position requires operation of a motor vehicle to travel to health care centers, schools, and other public facilities.

**Supervisory and Management Responsibility**

None

**Minimum Qualifications:**

- Master’s degree in Social Work and two years’ experience providing clinical services in the mental health field.
- Licensed in North Dakota as a Licensed Clinical Social Worker (LCSW) or the ability to obtain licensure within one (1) year.
- Licensed in North Dakota as a Licensed Addiction Counselor (LAC).
- Must Possess and maintain a current, active and unrestricted ND Driver’s license through course of employment, insurable under SLT driving policy.
- Must successfully pass a criminal and background check and a pre-employment drug screen.

<b>Job Location:</b>	Spirit Lake Health Center	<b>Company Industry:</b>	Spirit Lake Health Center
<b>Job Role:</b>	Clinical Social Worker/LAC Behavioral Health Dept.		
<b>Employment Status:</b>	Full- time position	<b>Supervision</b>	Behavioral Health Department Director
<b>Salary Range:</b>	DOQ	<b>Manages Others:</b>	no
<b>Number of Vacancies:</b>	1	<b>Other:</b>	

**More detailed job description can be picked up in the Human Resource Department for this opening.**

**Please Send Application to:**

<b>Name:</b>	Spirit Lake Tribe Human Resource Department	<b>Email:</b>	<a href="mailto:ndemarce@spiritlakenation.com">ndemarce@spiritlakenation.com</a> <a href="mailto:ornormar@spiritlakenation.com">or normar@spiritlakenation.com</a>
<b>Address:</b>	P.O. Box 97	<b>State</b>	North Dakota
<b>City:</b>	Fort Totten	<b>Zip/Postal Code:</b>	58335
<b>Phone:</b>	701-381-0204 or 701-381-0361	<b>Fax:</b>	701-766-1272

<b>Application Procedure</b>	Complete application/Completed resume/Application materials must clearly explain how experience and education related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college graduation/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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