



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

Job Title:	Social Worker - Behavioral Health Dept.	Open Date:	December 30, 2024
SL Program:	Spirit Lake Health Center	Close Date:	January 28, 2025

Position Objective:

This position is responsible for providing professional Social Work services to the Spirit Lake Health Center (SLHC) patients and Spirit Lake Nation Tribal community.

Work is performed and duties are carried out in accordance with established policies, procedures, and SLHC core values: VALUES.

Major Duties and Essential Functions:

- Works in close collaboration with physicians and other health care personnel in patient evaluation and treatment to further their understanding of significant social and emotional factors underlying patient's health problems.
- Provides professional social work services including diagnostic treatment and assessment for individuals, families, and groups; develops interventions based on the above needs assessment and exercises professional judgement in consultation with the supervisory behavioral health provider in providing problem-focused, culturally appropriate care.
- Assesses patient's circumstances, needs, predicaments, and inner strength in order to establish explicit objectives.
- Establish/create procedures to help the patient enhance their total well-being and cope with their circumstances.
- Give assistance to patients in the area of adjusting to new changes and challenges like unemployment, medical disorders or divorce.
- Organize resources for the use of the patient and introduce them to the appropriate support groups.
- Support patients in receiving fundamental needs like social services, food stamps, medical services and child welfare.
- Follow-up and record improvements or services provided to ascertain progress in patient's condition.
- Offering quality guidance, counseling and advice to patients.
- Provides social work services in homes, schools, clinics, job sites, and other community locations to eligible individuals as directed.
- Provides case management for ongoing follow-up of cases and coordinates treatment referrals once cases are stabilized within the intervention team.
- Makes sound, well-informed, and objective decisions; perceives the impact and implications of decisions; commits to action, even in uncertain situations, to accomplish, organizational goals.
- Provides professional written documentation for the medical records (Electronic Health Records); provides statistical and other reports as requested.
- 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.

Knowledge required at a level appropriate for this position:

- Knowledge of social work principles and practices including knowledge of assessment of emotional, behavioral, and mental disorders, and an understanding of theories based on best practice.
- Knowledge of medical terminology.
- Knowledge of the use of the DSM-5.
- Knowledge of customer service principles.
- Ability to manage multiple demands of the job.
- Ability to provide independent mental health assessment and intervention services.
- Skill in effective listening.
- Skill in oral and written communication.
- Skill in the provision of customer service.
- Skill in use of personal computer and a variety of job related software applications.
- Skill in interpersonal relations.

Supervisory Controls

The supervisor assigns work in terms of very general instructions. Professional social workers are 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. Providing care to patients who are difficult, hostile, distressed; and, from varied backgrounds and situations increase the complexity of this position. 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 is typically performed while sitting at a desk or table or while intermittently sitting, standing or stooping. The work is typically performed in an office, or 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. The employee must regularly lift and /or move light objects. 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 patient homes, health care centers, schools, and

other public facilities.

Supervisory and Management Responsibility

None

Minimum Qualifications

- Bachelor's degree in Social Work and experience in the occupational field, sufficient to perform the major duties of the position, and to be able to answer questions and resolve problems.
- Licensed in North Dakota as a Licensed Social Worker (LBSW) or the ability to obtain licensure within one (1) year.
- Possession of or ability to readily obtain a valid driver's license issued by the State of North Dakota with a clean driving record.
- Must successfully pass a criminal and background check and a pre-employment drug screen.

Job Location:	Spirit Lake Health Center	Company Industry:	Spirit Lake Health Center
Job Role:	Social Worker – Behavioral Health Dept.		
Employment Status:	Full - Time	Supervision	Behavioral Health Department Director
Grade:	19	Manages Others:	no
Number of Vacancies:	1		

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

Please Send Application to:

Name:	Spirit Lake Tribe Human Resource Department	Email:	mkeo@spiritlakenation.com or mardellm@spiritlakenation.com
Address:	P.O. Box 97	State	North Dakota
City:	Fort Totten	Zip/Postal Code:	58335
Phone:	701-381-0204 or 701-381-0361	Fax:	701-766-1272

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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