



Job Title: Licensed Clinical Social Worker
Department: Community Services
Reports to: Lead Mental Health Therapist
FLSA Status: Exempt
Salary Grade: \$76,336 - \$114,504
Location: Coos Bay/North Bend

This position is a covered position as defined in the Coquille Indian Tribe Chapter 185 Child Protection Ordinance. Candidate must pass a pre-employment drug screen, Criminal, and Character Background Check.

SUMMARY OF MAJOR FUNCTIONS

Under the direct supervision of the Community Services Director, the Licensed Clinical Social Worker (LCSW) provides professional counseling and therapy services to the KWC clients. The LCSW offers individual sessions, active listening, and collaboration in solving mental, emotional, and relational/family problems. The position develops treatment plans and facilitates group therapy.

ESSENTIAL DUTIES and RESPONSIBILITIES

1. Provides counseling and therapy sessions to address mental, emotional, and relational/family problems; provides onsite and telehealth sessions; develops progress notes and treatment plans.
2. Maintains communications with clients and sets appointments.
3. Receives referrals and consults with providers regarding patient care.
4. Collaborates with other Tribal departments and staff and community partners to ensure the development of and access to comprehensive community mental health services for clients.
5. Develops and distributes psychological tools to aid clients in coping with anxiety and depression.
6. Participates in outreach and community events to promote mental health awareness and education.
7. Maintains continuing education and license renewal requirements.
8. Prepares and presents grant reports, ensuring compliance with all funding requirements.
9. Facilitates weekly group therapy sessions.
10. Contributes to weekly and monthly newsletters.
11. Assists with orientation and training of assigned staff.
12. Other duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employee. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required.

PHYSICAL REQUIREMENTS

Requires the ability to communicate orally, repetitive movement of the wrists, hands and/or fingers, often requires sitting for extended periods of time, raising or lowering objects, and occasionally requires lifting up to 25 pounds. Requires occasional standing and walking. Work is generally performed in an office setting and occasionally outdoors. Work involves occasional exposure to infectious disease. This position will occasionally travel to other location to provide outdoor or community-based activities and/or provide service to clients in their own homes.

The individual must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Individuals must possess the following knowledge, skills and abilities or be able to explain and demonstrate that they can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

1. Knowledge of current theories and practices in the area of mental health treatment.
2. Knowledge of current theories and practices in the area of treatment, prevention, and aftercare regarding addiction and substance abuse.
3. Knowledge of community structure, values, culture, and language of the population served.
4. Knowledge of regulations on the confidentiality of medical records (HIPAA).
5. Knowledge of medical terminology.
6. Abstinence during employment in this capacity is essential to the overall effectiveness of the program. Individuals in recovery from the disease of alcoholism and/or from other drug dependence must affirm that previous employment performance has not been impaired by alcoholism/substance abuse for over the past two (2) years.
7. Ability to manage stressful situations that are often part of mental health treatment provisions.
8. Ability to consult and collaborate with other Tribal health, education, juvenile, justice, and social service staff in the development and implementation of treatment activities for youth and adults.

Ability to plan and organize work and complete written reports and documentation of mental health assessments, treatment plans, progress notes, case management, and discharge plans in both paper form and as part of the electronic health records system accurately and on time.

QUALIFICATIONS

1. Master's degree in Psychology, Counseling, or Social Work and be a Licensed Clinical Social Worker (LCSW) in the State of Oregon or able to obtain an Oregon licensure within 6 months of hire.
2. Demonstrated skill in developing work processes and implementing quality improvement measures.
3. Experience in Substance Use Disorder treatment, prevention and aftercare is required.
4. Healthcare background and experience with Native American patients is preferred.
5. Previous work experience in integrated behavioral health preferred.
6. Certification as a Substance Use Disorder Counselor is strongly preferred.
7. Ability to provide direct mental health treatment services to youth, adults, and families.
8. Ability to organize and conduct group therapy and recreational therapy activities.
9. Ability to Consult and collaborate with other Tribal health, education, juvenile, justice, and social service staff in the development and implementation of treatment activities for youth and adults.
10. Ability to plan and organize work and complete written reports and documentation of mental health assessments, treatment plans, progress notes, case management, and discharge plans in both paper form and as part of the electronic health records system accurately and on time.
11. Adhere to all departmental performance standards.
12. Basic computer word processing and communication skills
13. Current and valid Oregon driver's license in good standing with no insurability issues as determined by the Tribe's insurance carrier is required.