



**LAC COURTE OREILLES
COMMUNITY HEALTH CENTER**
13380 W Trepania Road • Hayward, Wisconsin 54843-2186

Telephone: 715-638-5100
Administration Fax: 715-634-6107
Medical Records Fax: 715-634-2740

Position: Native Connections Grant Coordinator/Assistant Behavioral Health Director

Location: Lac Courte Oreilles Community Health Center

Hours: Monday-Friday 8:00am-4:30pm

Salary Range: \$25.00 - \$30.00 per hour

Posting Date: 06/30/2017

Closing Date: 07/17/2017

Description of Position:

The Grant Coordinator/Assistant Behavioral Health Director provides intake, assessment, therapy, case management, follow-up, and community services to eligible community members of the reservation. The individual works as part of the integrated prevention, mental health, AODA certified clinic team. The clinic is part of the total medical services programs of the Lac Courte Oreilles Community Health Center. The therapist works in accordance with the State of Wisconsin program and Professional Licensure standards and Indian Health Service standards in providing all services. This position may require some hours in our local Branch Offices. This position will provide backup leadership to the Behavioral Health Team. The position will have direct involvement in our Native Connections Grant project which focuses on youth suicide prevention including screening, treatment, and follow-up care for individuals who are at-risk for suicide or who have experienced suicide behaviors previously. This position will incorporate the Medical Home Model Approach for all patient care.

Qualifications:

- Licensed LPC, APSW, or LICSW to deliver Mental Health Therapy or CSAC is required. Dual Certification in Mental Health and AODA is preferred.
- Completion of 3000 hours supervised practice and Wisconsin licensure to practice preferred.

- Knowledge and sensitivity to Native American mental health issues and ability to develop a culturally affirming practice.
- Ability with consultation and supervision to provide therapeutic services to a broad range and spectrum of client issues.
- Ability to be a contributing member of an integrated AODA/Mental Health and Health Care team. Knowledge and experience with dual diagnosed clients and family/community systems of care preferred.
- Excellent oral and written communications skills.
- Microsoft Office required
- Computer experience with word processing and client data systems highly preferred.
- Equine Assisted Psychotherapy Certification Preferred.
- Knowledge of family systems and their impact on mental health or substance abuse within the family
- Strong leadership and follower skills
- Current Mantoux TB test
- Completed Hepatitis B series.
- Ability to make treatment plans and carry them out effectively.
- Must be able to pass a background /caregiver check.
- Valid WI Driver's License.
- Valid Vehicle Insurance.
- Must be able to pass pre-employment and random drug testing.
- Ability to maintain confidentiality and observe all requirements of the Federal Privacy Act and HIPAA regulations.

Major Duties and Responsibilities:

1. Provide high quality, compassionate and ethical mental health and or substance use intakes, assessments, treatment, consultation, crisis management, case management services to clients.
2. Work with individuals, groups and communities to improve mental health, substance use, and suicide concerns.
3. Encourage clients to discuss emotions and experiences.
4. Examine issues including substance abuse, aging, bullying, anger management, careers, depression, relationships, self-image, stress, suicide, etc.
5. Monitor, evaluate, and record client progress with respect to treatment goals.
6. Help clients define goals, plan action and gain insight.
7. Actively participate as a positive member of the clinic environment and community.
8. Collaborate with counselors, physicians, or nurses to plan or coordinate treatment, drawing on social work experience and patient needs.
9. Counsel or aid family members to assist them in understanding, dealing with, or supporting the patient.
10. Perform crisis interventions with clients.
11. Appropriately and accurately produce and maintain client information necessary for third party billing and program quality assurance.
12. Complete on time Pre-authorizations for billing purposes for reimbursement.

13. Provide information and referral services for clients.
14. Attend staffing and participate in clinical and administrative supervision.
15. Provide team and individual consultation to other service providers and to the community.
16. Participate in Health Center accreditation teams and quality improvement process teams as assigned.
17. Attend required Health Center meetings and functions as required.
18. Complete all recommended continuing education requirements.
19. Stay current with updated research and best practices.
20. Must be available to provide on-call services (rotating on-call with other staff).
21. Responsible for reporting Adverse Incidents.
22. Participate in Incident Command for the LCO-CHC.
23. Native Connection Grant oversight.
24. Oversight with Native Connections Advisory Board.
25. Provide department oversight when needed.
26. Plan and coordinate community events.
27. Any other duties assigned by the Behavioral Health Director.

Supervision and Guidance:

Native Connections Grant Coordinator/Assistant Behavioral Health Director will work under the direct supervision of the Behavioral Health Director with oversight by the Health Director.

***Applicants for employment with the Health Center must submit with the completed application form additional documents including the following:**

Letter of Interest

Resume

Credentials

Proof of any stated qualifications

Three (3) current Letters of recommendation

Academic transcripts

Application Information:

Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center
Human Resources
13380W Trepania Road
Hayward, WI 54843

(715) 638-5132
(715) 634-6107 FAX
sklecan@lcohc.com

The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American preference will be given to candidates of equal or comparable qualifications.

03/23/2017

06/30/2017