



HUALAPAI NATION JOB ANNOUNCEMENT OPEN COMPETITIVE

JOB TITLE: Gen-1 Project Coordinator/Counselor
DEPARTMENT: Health-Education and Wellness
CLASS: Permanent/Full-Time, Covered/Non-Exempt
SALARY: \$26,000/Annual
OPENING: October 6, 2016
CLOSING: Open Until Filled

STATEMENT OF JOB: The Gen-1 Project Coordinator/Counselor is responsible for the day to day operations of implementing the Methamphetamine Suicide Prevention Initiative Generation Indigenous Initiative Empowerment Project. The focus is to promote early intervention strategies and implement positive youth development programming to reduce risk factors for suicidal behavior and substance abuse. Responsibilities include training the staff, overseeing the data collection, coordinating training, providing counseling services and completing grant reports.

DUTIES AND RESPONSIBILITIES:

- To implement activities/services as outlined in the grant in coordination with HEW programs, other Tribal Departments and other resources that provide services to families and children.
- To implement evidence-based and practice-based approaches to build resiliency, promote positive development and increase self-sufficiency behaviors.
- To promote family engagement.
- To increase access to prevention activities for youth to prevent methamphetamine use and other substance use disorders that contribute to suicidal behaviors, in culturally appropriate ways.
- To provide clinical services, assessment, treatment planning, individual, family and group therapy, for all required populations, in a variety of settings including, but not limited to: office, IHS hospital, schools, shelter, detention center, client's homes and off reservation settings.
- To facilitate referral process to assure continuity of care with outside agencies and across programs at HHEW.
- To develop positive working relationships with IHS agencies, tribal departments, schools, court, prosecution, juvenile probation, social services and off reservations resources.
- To provide crisis services as needed.
- To maintain client records in accordance with Hualapai Behavioral Health, Federal, State, Tribal and local requirements.
- To maintain completed documentation in adherence with Hualapai Behavior Health policy for billing purposes.
- Provides child development, child/adolescent mental health education for parents, school personnel and tribal and/or community programs as applicable or directed.
- Stays abreast of newest information concerning adolescent's mental health related topics and provides in-service education for Hualapai Behavior Health Staff, social services and other agency staff as appropriate.
- Participation in all required Hualapai Behavior Health meetings and training, including

weekly staff and/or clinical staff meetings.

- Attends all appropriate clinical management teams both within and outside of Hualapai Behavior Health.
- Responsible for maintaining contact and reporting all grant activities.

MINIMUM QUALIFICATIONS:

- A minimum of a Master's Degree in Counseling or a related field is preferred. Will accept applicants that will be obtaining their LAMFT, LAC, LASAC or LBSW within 6 months.
- Preferably, have at least three years of experience providing counseling services to children, adolescents and families and at least one-year experience working with the Hualapai Tribe or other Native Americans.
- Must have and maintain valid license to practice as a professional mental health provider or be license-eligible in any state in the United States.
- Must have prior grant management experience.
- Possess a valid Arizona Driver's license and have personal transportation, which may be used for business purposes with reimbursement for mileage as applicable.
- Must be able to pass fingerprint background check.
- Must pass local, state and federal background.
- Must submit to a drug and alcohol screening and random testing thereafter.
- Must be able to work collaboratively in a rural multicultural setting. Indian preference for registered members of the Hualapai Tribe or any registered member of a federally recognized Tribe or Nation, after meeting all other qualifications.

HOW TO APPLY:

Submit a completed Employment Application to: Human Resources Department, P.O. Box 179, Peach Springs, AZ 86434, fax (928) 769-1191, or call (928) 769-2215/2216 for information.

To be considered for employment, the Human Resources Department must receive a completed Application by 5:00 PM on the closing date. A resume will not be accepted in lieu of a completed employment application. All applications and supporting documentation submitted becomes the Property of the Human Resources Department, please keep copies for your own reference.

PREFERENCE:

All applications are considered without regard to age, sex, race, national origin, religion, marital status, or physical disability. However, preference may be extended to person of Indian decent in accordance with Public Law 88-355, Section 703 (702-71) and public law 93-638, Section 7B.

THE HUALAPAI TRIBE IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM
Auxiliary aids and services available upon request to individuals with disabilities