



# Vacancy Announcement

## Health & Human Services – Behavioral Health Services

Pueblo of Acoma Human Resources Department P.O. Box 348, Acoma, NM 87034 ▪ 505-552-6728 ▪ [www.puebloofacoma.org](http://www.puebloofacoma.org)

**JOB TITLE: Mental Health Therapist Intern (Part-Time/Regular)**      **PAY RATE: \$DOE**

**OPENING DATE: January 21, 2021**

**CLOSING DATE: Open Until Filled**

### POSITION PURPOSE

This is a graduate student internship. Under the supervision of the Clinical Supervisor, completes intake assessments for new clients, provides clinical services, maintains and prepares clinical charts, professionally communicates with and provides consultation with clients and/or parents/guardians.

### ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

1. Adhere to regulatory bodies and licensing rules, guidelines, and established protocols to carry out duties as established in the learning contract or similar agreement, in compliance with contract, licensure, accreditation, and certification relative to the program, service assignment and designated model for treating persons with co-occurring mental and substance disorders.
2. Provide clinical services including but not limited to individual, group and family therapy, assessments, treatment plans and reviews, and discharge planning.
3. Attend scheduled interdisciplinary treatment team meeting or clinical supervisory sessions and discusses aspects of client care and progress; may participate in other meetings/events as assigned.
4. Observe clients for behavioral changes and progress in treatment.
5. Communicate emphatically with clients regarding addiction, mental health illness, medications, and recovery.
6. Conduct face to face interviews with clients to develop individual behavioral health or treatment plans and review individual behavioral health treatment plans with Clinical Supervisor or designee.
7. Responsible for documenting services he/she directly provides.
8. Report crisis situations and treatment needs of clients to clinical personnel and supervisor; recognize client's comprehensive needs and discusses with interdisciplinary treatment team.
9. Perform other duties as assigned.

### MINIMUM QUALIFICATIONS

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| Pre-requisite Requirement:                                       | <ul style="list-style-type: none"><li>• Candidate must be a first- or second- year student in a Master's level program in counseling, psychology, social work or relevant field</li><li>• Commitment to and implementation of continuing professional development</li><li>• Motivation for learning from practice experience</li><li>• Ability to maintain highest level of ethical standards for the profession</li></ul>                   |
| Education:   | <ul style="list-style-type: none"><li>• Bachelor's degree in counseling, psychology social work or relevant field</li></ul>  |
| Mandatory Knowledge, Skills, Abilities and Other Qualifications: | <ul style="list-style-type: none"><li>• A record of satisfactory performance in all prior employment as evidenced by positive employment references from previous employers</li><li>• Knowledge of applicable theories of addiction and human behavior</li><li>• Knowledge of support and benefits available to clients and works to enable client access to those resources.</li><li>• Knowledge of self-assessment methodologies</li></ul> |

- Knowledge of science-based treatment philosophy, models and practice
- Skill in incorporating the use of other disciplines, family, social networks and community resources in support of individual recovery
- Skill in effectively matching client needs to appropriate levels and modalities of care
- Skill in responding to persons with disabilities
- Skill in the use of Electronic Health Records
- Skill in methods of clinical supervision, consultation, and teaching
- Skill in the matching and billing of services provided to appropriate fund sources and maintaining audit compliant backup documentation
- Ability to utilize outcome measures in evaluating performance
- Ability to individualize strategies and interventions to individual client recovery needs, preferences, readiness, stage of change and unique co-occurring disorder, language, gender and cultural considerations
- Ability to make optimum therapeutic use of client crisis
- Ability to incorporate and utilize pharmaceutical interventions as appropriate
- Ability to adhere to the fidelity of selected practice models
- Ability to adhere ethical codes and adhere to professional standards of conduct and values
- Ability to pursue guidance and supervision and continuous professional development opportunities
- Ability to remain aware of personal and professional limits in knowledge of expertise
- Ability to evidence personal awareness of strengths, limitations and biases
- Ability to respect diverse cultures and cultural differences
- Ability to recognize the risk and resiliency components of the personal, environmental, social and cultural contexts; co-occurring competent
- Ability to analyze and distinguish between the contributing interactions of physical, social, behavioral, psychological, and social factors
- Ability to consistently meet or exceed established caseload size and productivity standards
- Ability to offer consultative services and resources; offer collaboration with community institutions and systems; and offer techniques for interacting with community systems
- Ability to effectively utilize electronic medium to communicate and stay abreast of changed in the field and community environments; thoroughly documents and records professional events/activities
- Ability to adapt core knowledge to unique needs of client and milieu
- Ability to define limitations in level of expertise and scope of practice
- Ability to participate in direct practice activities
- Ability to perform other duties as assigned

## **PREFERRED QUALIFICATIONS**

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## **INDIAN PREFERENCE**

The Pueblo of Acoma has implemented an Indian Preference Policy. It is the policy of the Pueblo of Acoma to give preference to any qualified person who is an enrolled member of a federally recognized Tribe.

The application of Indian Preference is not automatic. Applicants requesting consideration for Indian Preference must provide valid Tribal enrollment documents certifying his/her Indian blood quantum.

Aside from employment preference as provided in this section, the Pueblo of Acoma shall not discriminate because of race, creed, age, sex, color, national origin, religion, sexual orientation, marital status, medical disability or political affiliation.

## **OTHER**

- Confidentiality: All employees must uphold all principles of confidentiality to the fullest extent. This position has access to sensitive information and a breach of these principles will be grounds for immediate termination. An employee will be asked to sign a confidentiality statement upon hire.
- Background investigation: This position may be subject to a criminal history background check, a suitability background check and/or a Fair Credit Reporting Act (FCRA) check. In addition, some positions are subject to a 101-630 background check in an effort to ensure compliance with Public Law 101-630 "Indian Child Protection and Family Violence Prevention Act." Candidates must be able to successfully pass all required background checks to qualify for this position.
- Health Requirement: None.
- Driver Check: All applicants must possess a current valid Driver's License and must be insurable through Tribal Automotive Insurance Carrier to qualify for position.
- Drug screening: All applicants must successfully pass a pre-employment drug screening prior to beginning employment and may be subject to random drug testing.

*To apply, applications are available in the Acoma Human Resource (HR) Office or on-line at [www.puebloofacoma.org](http://www.puebloofacoma.org). All applications must be submitted to the Acoma HR Office for consideration by the closing date of the announcement. All applicants will be given consideration; however, not all applicants will necessarily be contacted or interviewed.*

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*Pueblo of Acoma is a Drug Free Workplace.*