



Ho-Chunk Nation

Job Description



TITLE: Dual Diagnosis Therapist		JOB CODE: DUDT
Government – Employee		EEO: 2
Exempt	Flex	FUNDING SOURCE: IHS
NATIVE AMERICAN PREFERENCE		

"All employees are subject to the Drug, Alcohol and Controlled Substance Policy."

"This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment."

POSITION OVERVIEW

This position will provide clinical services to clients seeking mental health and/or substance abuse treatment services from the Mental Health/AODA Outpatient Clinic. Primary duties include assessment and treatment plan development based on Person Centered Planning principles; providing individual, family, and group therapy as identified in the treatment plan; providing consultation and education services to clients, organizations, and community agencies; completing required paperwork to meet certification and other state reporting requirements

PERFORMANCE-BASED JOB FUNCTIONS AND OBJECTIVES

1. Participate and assist in planning, developing, organizing, facilitating, and providing psychotherapy and/or substance abuse services/programs in prevention, intervention, treatment, and aftercare.
 - a. Intervene in crisis situations, making immediate assessments and referrals in emergency situations.
 - b. Provide quality psychotherapy and substance use disorder counseling services to youth, young adults, adults, elders, families and groups as appropriate.
 - c. Maintain case records containing pertinent, accurate and current information in compliance with the Privacy Act, HIPAA, and established department rules, regulations and policies.
 - d. Coordinate services with HCN Social Services Programs, and county, state, private and federal agencies that will best serve the individual, client, family and community.
 - e. Participate in treatment plans, staffing and departmental meetings.
 - f. Participate in scheduled clinical supervisor and case review sessions with the Psychologist, having completed all paperwork required for such reviews.
 - g. Act as patient's advocate and liaison to other departments and community agencies.
 - h. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
2. Attend in-service trainings as well as continuing education as appropriate to meet licensing requirements, and to continue personal and professional growth.
3. Assist in mentoring new clinicians and interns.
4. Provide consultation and education services to clients, organizations, and community agencies as requested.
5. Assures compliance with tribal and federal laws, standards, "best practices", and policy interpretation and implementation.
6. Follow all established duties and responsibilities of a mandated reporter.
7. Ability to work cooperatively as part of a multi-disciplinary team.
8. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.



JOB RESPONSIBILITY

Job Reports to	Behavioral Health Clinical Supervisor
Leadership Accountability	Implements operating plans
Supervisory Accountability	None
Organizational Accountability	None
Financial Accountability	None
Customer Accountability	Interfaces with outside and inside customers
Freedom to Act	Operates with significant independence, subject to general input from supervisor, regular review by supervisor

MINIMUM QUALIFICATIONS

EDUCATION:

1. Master's Degree in Behavioral Health field (counseling, psychology, social work, etc.) AND
2. Current Wisconsin State Licensure as Licensed Professional Counselor (LPC) or Licensed Clinical Social Worker (LCSW) or Licensed Marriage and Family Therapist (LMFT) at time of hire AND
3. Current Wisconsin Substance Abuse Counselor (CSAC, SAC, SAC-IT) or Substance Abuse Specialty at time of hire.

ESSENTIALS:

1. Valid driver's license, dependable transportation and proper insurance.
2. American Heart Association Basic Life Support (BLS) CPR AED certification or ability to obtain within first three (3) months of hire.

EXPERIENCE:

1. Three (3) year of experience conducting mental health and substance abuse therapy. Must include assessment, DSM-V diagnosis, treatment planning, and ongoing therapy interventions using evidence-based treatment models.
2. Knowledge and understanding of the Ho-Chunk Nation culture, tradition and values.
3. Integrative Care, Medical Assisted Treatment (MAT), and Psychiatry, collaboration experience preferred.
4. Must be able to work in compliance with all applicable state and federal regulations and agency policies.

KNOWLEDGE, SKILLS, ABILITIES REQUIRED

1. Knowledge of theory, principles and practices of clinical, developmental and counseling psychology as well as treatment of alcohol and drug abuse.
2. Knowledge of patient outreach services and activities, funding agencies, and community health care and vocational services.
3. Knowledge of modern office practices, procedures, and equipment.
4. Maintain professional relationships with colleagues.
5. Demonstrates establish rapport with community members and clients.
6. Ability to communicate efficiently and effectively both verbally and in writing.
7. Ability to work as part of a team.
8. Ability to work independently and meet strict timelines.
9. Understand and utilize treatment models and practices in various service settings.



10. Understand, embrace, and utilize cultural values, traditions, and practices as they apply to working with Ho-Chunk and other Native American, organizational, and service populations.
11. Ability to mentor and coach subordinate counselors in behavioral health counseling skills with children and adults.
12. Demonstrate ability to provide culturally appropriate treatment services to Ho-Chunk and other Native Americans.
13. Demonstrate ability in creating a positive work environment and professional ethics and boundaries.
14. Must adhere to strict confidentiality in all matters.

WORK PLACE RESPONSIBILITY

1. Maintains a safe and healthy work place environment.
2. Ability to work harmoniously with diverse groups of individuals.
3. Compassion, and empathy, great analytical sense, and outstanding listening skills are key to success in this position.

WORKING CONDITIONS

1. Frequently sit, walk, handle and feel, reach with hands and arms.
2. Work is generally performed in an office setting with a moderate noise level. Occasional travel to outlying branch offices required. Moderate exposure to physical risk or injuries due to potential for combative behavior by patients and exposure to second-hand smoke. Work environment is NOT smoke free.
3. Evening and/or weekend work or extended hours may be required.