

LAKE COUNTY TRIBAL HEALTH CONSORTIUM, INC.
JOB DESCRIPTION

TITLE: Licensed Clinical Social Worker (LCSW)/Licensed Marriage Family Therapist (LMFT)
DEPARTMENT: Human Services
SUPERVISOR: Human Services Director
CLASSIFICATION: Full Time - Exempt

POSITION SUMMARY:

Counsels individuals and families, children, youth and adults. Provides case management, advocacy and collaborative services to Human Services clients. Provides a range of services to persons with substance use/abuse issues. Provides clinical consultation to THV Family Advocates and collaboration to other Clinic providers and Tribal representatives, as requested.

ESSENTIAL JOB FUNCTIONS:

- Provide intake and assessment services for human services clients.
- Provide adult, youth, couple and family counseling.
- Assist adults and youth with substance use/abuse issues and with co-occurring disorders, including women with SU issues during and after pregnancy to prevent FASD.
- Provide group counseling and group facilitation for designated populations, i.e. recovery support group.
- Provide advocacy, outreach and referral services to appropriate support and treatment resources.
- Provide accurate and timely records using IHS approved formats (RPMS/EHR).
- Attend required LCTH meetings, serve on committees as requested.
- Attend trainings and workshops as appropriate to maintain license and to enhance job skills including, but not limited to, cultural diversity and competencies.
- Provide services to clients in their homes and communities as needed.
- Provide consultation and collaboration with other Clinic, Tribal and community service providers.
- Must be able to work with all ages of the American Indian/Alaska Native population.
- Be knowledgeable of and abide by LCTHC policies and procedures.
- Be able to work independently and to make independent decisions.
- Be able to work inter-dependently with other Human Services staff and use supervision effectively, keeping the HS Director informed of activities and issues.
- Computer competent in learning the Clinic reporting system and in completing required reports
- Other duties as assigned

EDUCATION, EXPERIENCE, CERTIFICATIONS AND LICENSES:

- Current LCSW or LMFT license from the State of California.
- Masters or Doctorate Degree from an accredited college or university in Clinical Social Work, Counseling or closely related field of study.
- Substantial experience in providing psychotherapeutic services to children, youth and adults, using evidence based therapies known to be effective for trauma recovery, substance recovery and co-occurring disorders as well as experience in play-therapy techniques.
- In depth knowledge of the NA/AN population is preferred.
- Awareness of Native American beliefs and willingness to learn.



- Communicate effectively and sensitively with culturally and economically diverse populations.
- Three years of full-time work in a clinical setting, preferably with diverse populations.
- California driver's license

All LCTHC employees are expected to:

- Provide the highest possible level of service to clients;
- Promote teamwork and cooperative effort among employees;
- Maintain safe practices; and
- Abide by the LCTHC policies and procedures as they may from time to time be updated.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to drive substantial distances; conduct home visits in a variety of settings including homes, places of business, outdoor locations, etc.; provide client transportation; interact with the public including clients, their children, family members and outside agency staff. The employee is required to sit, stand, walk, lift up to 40 pounds and reach with hands and arms. Vision abilities required by this job include close vision.

INDIAN PREFERENCE: Preference may be given to qualified Native American Indians according to the Indian Preference Hiring Act, CFR 25 USC 472. Other than Indian Preference, Lake County Tribal Health Consortium, Inc. adheres to all provisions of the Equal Employment Opportunities Act.

NOTICE OF DRUG-FREE WORKPLACE ACT REQUIREMENT: LCTHC is committed to maintaining a drug free and alcohol free workplace. LCTHC believes that a healthy, productive workforce free from the effects of drugs is very important to all employees and patients. Substance abuse is incompatible with the health, safety, efficiency and success of LCTHC.

Employees who are under the influence compromise LCTHC'S interests, endanger their own and the health and safety of others and can cause a number of other work-related problems. As a condition of employment, each applicant receiving a job offer from LCTHC must take and pass a required drug screen test.

HIPAA Health Insurance Portability and Accountability:

This act was enacted to deal with three main areas with regard to patient information.

- Security of health information
- Standards of electronic transactions
- Privacy of individually identifiable health information

IMPORTANT DISCLAIMER NOTICE

The job duties, elements, responsibilities, skills, functions, experience, educational factors and the requirements and conditions listed in this job description are representative only and not exhaustive of the tasks that an employee may be required to perform. The employer reserves the right to revise this job description at any time and to require employees to perform other tasks as circumstances or conditions of its business, competitive considerations, or work environment change.



Lake County Tribal Health is an At-Will Employer. Either the employee or LCTHC can terminate the employment at will, without advance notice, at any time, with or without cause.

I have read and understand all aspects of this job description

Employee Signature

Date

Supervisor/Dept. Manager

Date

HR Signature

Date

