

Job Announcement

POSITION: **Native Connections Licensed Clinical Social Worker**
SUPERVISOR: **Native Connections Project Director**
PROGRAM: **Tribal Court Administration**
GRADE: **\$28.36 Per Hour, \$59,000 annually**
ACCOUNT CODE: **7840-000-6000**
CLASSIFICATION: **EXEMPT**

OPENS: January 3, 2019

CLOSES: February 1, 2019

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

All Interview notifications will be made by certified mail. It is your responsibility to notify HR if your mailing address and/or phone number changes.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-135

SPECIAL CONSIDERATIONS:

This position is subject to random drug testing and a background check as a condition of employment. This individual has access to sensitive Tribal and personal data. This position has access to sensitive data of the Tribal Council and Executive Office for the Shoshone-Paiute Tribes and must meet the conditions to be bonded. Additionally, this person periodically operates a Tribal vehicle (Unless accepted under the provisions of the American Disabilities Act).

POSITION SUMMARY:

The Social Worker will work out of the Shoshone-Paiute Tribes (SPT) administrative offices and work under the direction of the Native Connections Project Director and Tribal Court Administrator to assist in developing the following:

SPECIFIC RESPONSIBILITIES -

- Community Readiness/Needs Assessment
- Community Resource / Asset Map. Assist in the assessment, planning and implementing of Policies & Procedures to promote coordination
- Developing a Tribal Action Plan w/ tiers of prevention & intervention
- Act as a key-worker and cooperate with multi-disciplinary teams
- Revision of protocols for Youth at-risk of Suicide, Substance Abuse and Mental Disorders
- Community Systems Analysis
- Deliver direct social services to the members of the Shoshone-Paiute Tribes and residents of the Duck Valley Indian Reservation as part of the Native Connections Project Grant.

QUALIFICATIONS/EXPERIENCE:

1. Bachelor, Science or Arts in Social Work, or possess licensure as a Clinical Social Worker. Master's Degree Preferred
2. Be responsible, reliable and able to work flexible hours.
3. Be a self-starter, self-motivated and able to perform tasks independently.
4. Proven work experience as a Social Worker.
5. Able to deal professionally with people and projects in Native American communities
6. Able to put together public presentations, and present to the public.
7. Possess computer skills sufficient to produce correspondence, reports, and articles.
8. Experience in using Excel, Word, Publisher and other common office software programs