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**Karuk Community Health Clinic**  
64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270



**Karuk Dental Clinic**  
64236 Second Avenue  
Post Office Box 1016  
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Phone: (530) 493-2201  
Fax: (530) 493-5364

**Administrative Office**  
Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

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### **Vacancy Announcement**

**Title:** Mental Health Therapist I - Intern

**Reports To:** Director – Child and Family Services or Designate

**Location:** Happy Camp/Yreka/Orleans

**Salary:** \$42,000-\$47,000/year DOE

**Classification:** Full Time, Regular, Non-Exempt, Non-Entry Level

**Summary:** The Mental Health Therapist I- Intern will possess a valid intern number issued by the Board of Behavioral Sciences and must possess the ability upon meeting the Board requirements to obtain licensure as a Licensed Clinical Social Worker by the State of California. Incumbents qualifying in this manner are expected to make reasonable progress towards licensure. The intern will practice under the supervision of a Licensed Clinical Social Worker. The position provides services including comprehensive assessment, diagnosis, counseling and psychotherapy to child, family, and adult clients. Intern will: communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment; participate in practice development activities; meet clerical/administrative requirements as needed for financial, risk management and quality improvement activities; work closely with the licensed clinical supervisor ensuring the quality of clinical services is maintained to clients. Upon obtaining licensure, this position may qualify employee for loan repayment under Indian Health Service or National Health Service Corps.

### **Application Deadline: Open Until Filled**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us/jobs/](http://www.karuk.us/jobs/) The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply. If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: [www.karuk.us/jobs/](http://www.karuk.us/jobs/) or by contacting the Human Resource Director, Telephone (530) 493-1600 ext. 2041 Fax: (855) 437-7888, Email: [humanresources@karuk.us](mailto:humanresources@karuk.us)

## Position Description

<b>Title:</b>	Mental Health Therapist I- Intern
<b>Reports To:</b>	Director – Child and Family Services or Designate
<b>Location:</b>	Happy Camp/Yreka/Orleans
<b>Salary:</b>	42,000 – 47,000.00 DOE
<b>Classification:</b>	Full Time, Regular, Non -Exempt, Non Entry Level

**Summary:** The Mental Health Therapist I will possess a valid intern number issued by the Board of Behavioral Sciences and must possess the ability upon meeting the Board requirements to obtain licensure as a Licensed Clinical Social Worker by the state of California. Incumbents qualifying in this manner are expected to make reasonable progress towards licensure. The intern will practice under the supervision of a Licensed Clinical Social Worker. The position provides services including comprehensive assessment, diagnosis, counseling and psychotherapy to child, family and adult clients. Intern will: communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment; participate in practice development activities; meet clerical/administrative requirements as needed for financial, risk management and quality improvement activities; work closely with the licensed clinical supervisor ensuring the quality of clinical services is maintained to clients. Upon obtaining licensure, this position may qualify employee for loan repayment under Indian Health Service or National Health Service Corps.

### Responsibilities:

1. The Associate Social Worker (ASW) is responsible for managing his/her case load within departmental policies and procedures and under the supervision of the clinical supervisor.
2. Maintains up to date clinical documentation via our electronic recordkeeping system including case notes, comprehensive bio-psychosocial intake assessments and treatment plan.
3. Consults with supervisors and staff as needed.
4. Attends training seminars, staff meetings and supervision on a weekly basis and in a prompt manner.
5. Participates in supervision and training with openness to learning and receiving feedback.
6. Will establish appropriate relationships with clients and families in order to encourage an effective use of the therapeutic process.
7. Responsible for the development of billable, mutually agreed upon, individual and or family treatment and discharge services plans.
8. Performs a wide variety of individual, group or family counseling interventions under the supervision of licensed staff.

9. Develops and maintains cooperative, constructive relationships with members of other professional disciplines, social agencies, and the Department of Child and Family Services.
10. Shall allow for and provide access for alternative Mental Health and Drug/Alcohol treatment, i.e., traditional practices.
11. Ensures client records are accurate, current and meet relevant legal and ethical standards.
12. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.
13. Must be willing and able to travel to treatment sites within the tribal service area.
14. Must be willing and able to travel for training as necessary and required.

**Qualifications:**

1. All applicants must have fulfilled all of the requirements for the master's degree in social work in a school accredited by the Council on Social Work Education.
2. Applicants must have completed all of the requirements for the master's degree in social work that included a practicum.
3. Must possess an active and current registration with the California Board of Behavioral Sciences as an Associate Social Worker.
4. Knowledge of current Diagnostic Statistical Manual of Mental Disorders (DSM) in formulation of treatment goals and application of appropriate clinical interventions using professional counseling practices.
5. Basic knowledge of professional counseling practice with the emphasis on human development principals, cognitive, affective, behavioral or systemic interventions, and strategies that address high risk behavior and wellness.
6. Basic skill in the use of computer software applications for drafting documents, data management, maintaining accurate, timely and through clinical documentation and delivery of services.
7. Knowledge and understanding of existing relevant statutes, case laws, ethical codes and regulations affecting professional practice of counseling.
8. Must provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B Vaccine. Must test annually for TB.
9. Must successfully pass a pre-employment drug screening test.
10. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
11. Must have current CPR certification.

12. Must adhere to an investigation of character as required by the *Indian Child Protection and Family Violence Prevention Act*. The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation (F.B.I.) and to appropriate local law enforcement agencies. The applicant must not have been found guilty of, or entered a plea of no contender or guilty plea to any felonious offense or two or more misdemeanor offenses under Federal, State, or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; crimes against persons; or offenses committed against children.

**Tribal Preference Policy:** In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

**Veteran's Preference:** It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.