

---

**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  
Happy Camp, CA 96039  
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

---

## **Emergency Vacancy Announcement**

**Title:** Mental Health Intern  
**Reports To:** Karuk Human Services Director or Designee  
**Location:** Happy Camp, Orleans, Yreka  
**Compensation:** \$24.00 - \$31.25 per hour DOE  
**Classification:** Full or Part-Time, Non-Exempt, Non-Entry Level

**Summary:** The Mental Health Intern will, under supervision of a Licensed Mental Health Professional, provide services to children and/or adults. Completes biopsychosocial assessments, treatment plans and provides culturally appropriate treatment interventions. Must obtain Registration with the California Board of Sciences as an Associate Clinical Social Worker, Associate Professional Clinical Counselor, Associate Marriage and Family Therapist, or be Registered with the California Board of Psychology as a Registered Psychologist within 90 days of hire. Intern will communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment in a culturally sensitive manner; participate in practice development activities; work closely with the licensed clinical staff ensuring the quality of clinical services is maintained to clients.

### **Application Deadline: October 7, 2021 by 5:00 pm**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us](http://www.karuk.us) 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](http://www.karuk.us) or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2041, Fax: (855) 437-7888, Email: [vsimmons@karuk.us](mailto:vsimmons@karuk.us)

## POSITION DESCRIPTION

**Title:** Mental Health Intern

**Reports To:** Karuk Human Services Director or Designee

**Location:** Happy Camp, Orleans, Yreka

**Salary:** \$24.00 - \$31.25 per hour DOE

**Classification:** Full or Part-Time, Non-Exempt, Non-Entry Level

**Summary:** The Mental Health Intern will, under supervision of a Licensed Mental Health Professional, provide services to children and/or adults. Completes biopsychosocial assessments, treatment plans and provides culturally appropriate treatment interventions. Must obtain Registration with the California Board of Sciences as an Associate Clinical Social Worker, Associate Professional Clinical Counselor, Associate Marriage and Family Therapist, or be Registered with the California Board of Psychology as a Registered Psychologist within 90 days of hire. Intern will communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment in a culturally sensitive manner; participate in practice development activities; work closely with the licensed clinical staff ensuring the quality of clinical services is maintained to clients.

### **Responsibilities:**

1. Under the direction of a Licensed Mental Health Professional, shall provide effective outpatient counseling to child and/or adult clients through individual and group mental health methods.
2. Shall conduct comprehensive biopsychosocial assessments and develop mutually agreed upon treatment goals and clinical interventions
3. Shall prepare clear, concise and comprehensive electronic case work records that meet the Karuk Health and Human Services policies
4. Shall manage a caseload; retain personal objectivity while empathetically dealing with problems of others; deliver crisis interventions as needed.
5. Develops and maintains cooperative relationships with Karuk Health and Human Services, members of other professional disciplines, local/county/tribal social service agencies, and local schools.
6. Shall participate in weekly supervision, case conferences and consultation with Clinical Supervisor or qualified designee regarding performance and to review cases and recommended service plans and case management options.
7. Shall provide for and provide access for alternative Mental Health and Substance Use Disorder treatment i.e., traditional practices.
8. Routine duties shall include providing behavioral health services in an office setting within the Karuk Tribe's Service Area.
9. Experience and knowledge of or willingness to learn tele behavioral health services.
10. Shall be available for local and out of area travel as required for job related training.

11. Shall attend all required meetings and functions as requested and in a timely manner.
12. Shall consult with supervisors and staff as needed and shall be polite and maintain a priority system in accepting other position related job duties as assigned.
13. Work hours may be modified to support mental health clinics that extend prior to or after normal working hours, including weekends. It is expected not to exceed 5% of the total hours worked annually.

**Qualifications:**

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Demonstrates the ability to understand and follow oral and written instructions.
6. Ability to provide care to clients with diverse values, beliefs and behaviors, including tailoring delivery to meet clients' social, cultural, and linguistic needs.
7. Awareness of the potential impact of their own attitudes and behaviors on work.

**Requirements:**

1. All applicants must have fulfilled all of the requirements for the master's degree or doctorate degree in social work, counseling or psychology in a fully accredited graduate program.
2. Applicants must have completed all of the requirements for the master's degree or doctorate in a graduate program that included a practicum or internship.
3. Must obtain registration with the California Board of Behavioral Sciences and be working towards obtaining licensure as a Licensed Clinical Social Worker, Marriage and Family Therapist, Licensed Professional Clinical Counselor or the California Board of Psychology as a Registered Psychologist within 90 days of hire.
4. Must have current CPR certification or the ability to become certified within 30-days of hire.
5. Must possess valid driver's license, have a good driving record, and be insurable by the Karuk Tribe insurance carriers.
6. Must adhere to the Tribe's confidentiality policy and HIPAA policies.
7. Must adhere to professional standards and code of ethics.
8. Must have a positive mental attitude and be able to deal with stressful and unpleasant situations without losing composure.
9. Must be able to provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B vaccine.
10. Must be tested for TB upon hire, must have an employee physical and must immunize for influenza annually.
11. Must successfully pass a pre-employment drug screening test.

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 written inquiries to appropriate local law enforcement agencies.

**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.

**Council Approved:** March 11, 2021

**Review Committee Approved:** September 28, 2021

**Employee's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_