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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 Tribe



## Administrative Office

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

**Karuk Dental Clinic**  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

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## Vacancy Announcement

**Title:** Mental Health Therapist Intern

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

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

**Salary:** \$21.00 - \$25.00 per hour DOE

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

**Summary:** The Mental Health Therapist Intern will provide therapeutic services to child victims of crimes. Services include; comprehensive assessment, diagnosis, counseling and psychotherapy. Mental Health Therapist Intern will provide information and referral to victims and their families. The Mental Health Therapist 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; enlist cultural practitioners as needed; refer clients to Victims of Crime Services in Siskiyou and Humboldt County.

### Application Deadline: February 19, 2018 by 5 PM

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 Manager, Telephone (530) 493-1600 ext. 2041 Fax: (855) 437-7888, Email: [vsimmons@karuk.us](mailto:vsimmons@karuk.us)

## Position Description

Title:	Mental Health Therapist Intern
Reports To:	Karuk Child and Family Services Director or Designate
Location:	Happy Camp/Yreka/Orleans
Salary:	\$21.00 - \$25.00 per hour DOE
Classification:	Full Time, Regular, Non -Exempt, Non Entry Level
Summary:	The Mental Health Therapist Intern will provide therapeutic services to child victims of crimes. Services include; comprehensive assessment, diagnosis, counseling and psychotherapy. Mental Health Therapist Intern will provide information and referral to victims and their families. The Mental Health Therapist 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; enlist cultural practitioners as needed; refer clients to Victims of Crime Services in Siskiyou and Humboldt County.

### Responsibilities:

1. Under the direction of a Licensed Mental Health Professional, shall provide effective outpatient psychotherapy services to child victims of crime through individual and group mental health methodologies.
2. Maintains up to date clinical documentation via electronic health care record system including case notes, comprehensive bio-psychosocial intake assessments and treatment plans.
3. Recruits and screens potential cultural practitioners and program volunteers according to the Karuk Tribe policy and CalOES regulations.
4. Shall link child victims of crime to appropriate culturally centered therapy and/or provide opportunities for child victims to participate in cultural activities.
5. Develops and maintains cooperative relationships with the Karuk Child

and Family Services, members of other professional disciplines, local/county social service agencies and local schools.

6. Attends training seminars, staff meetings and supervision on a weekly basis and in a prompt manner.
7. Shall participate in weekly clinical supervision, case conferences and consultation with Karuk Child and Family Services Program Director or qualified designee regarding performance and to review cases and recommended service plans and treatment options.
8. Provide Victim Witness information to clients and their families; coordinate referrals to and from other agencies for victims and their families.
9. Shall be available for local and out of the area travel as required for job related training.
10. Shall attend all required meetings and functions as requested and in a timely manner.
11. 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.

#### Qualifications:

1. Ability to work with Native American people in culturally diverse environments and have knowledge of or be willing to learn the Karuk culture. Cultural competence also demands the ability to provide care to clients with diverse values, beliefs and behaviors, including tailoring delivery to meet clients' social, cultural and linguistic needs.
2. Is aware of the potential impact of their own attitudes and behaviors on work, and makes appropriate adjustments to assure that communication and services are purposeful and appropriate.
3. Demonstrates respect, honesty, integrity, and fairness to all.
4. Follows policies and procedures, and adheres to professional and ethical boundaries at all times.
5. Strives to be "solution focused" and works closely with Karuk Child and Family Services Director, KCDC staff and the KCDC Board, other Tribal Program Directors, community based organizations, schools, and county agencies.
6. Maintains constructive team relationships, coordinate effective goals and identifies/plans ways to successfully work together.
7. Demonstrates flexibility and adaptability to change as needed.

8. Shall have the ability to be credentialed and privileged by the Karuk Health and Human Services Program.
9. Must adhere to all Karuk Health and Human Services policies and regulations.

Requirements:

1. Shall have fulfilled all of the requirements for a master's degree or doctorate degree in social work, counseling, or psychology from a fully accredited school and/or program.
2. Shall possess an active and current registration with the California Board of Behavioral Sciences and be working towards obtaining California State Licensure.
3. Knowledge of current Diagnostic Statistical Manual of Mental Disorders (DSM).
4. 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.
5. Knowledge and ability to use computer software applications and electronic health care records systems for completing documents, data management and for maintaining clinical documentation.
6. Knowledge and understanding of existing laws, statutes, ethics and regulations relating to professional therapeutic practice.
7. Must have current CPR certification or the ability to become certified within 30 days of hire.
8. Must possess valid driver's license, have a good driving record, and be insurable by the Karuk Tribe and the KCDC insurance carriers.
9. Must provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B Vaccine.
10. Must test annually for TB.
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 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.

**Council Approved:** February 11, 2016, April 6, 2017 **Council Revised:** February 8, 2018

**Chairman's Signature:** \_\_\_\_\_

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