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

Vacancy Announcement

Title: Registered Alcohol and Drug Trainee RADT

Reports to: Substance Abuse Program Coordinator

Location: Yreka

Salary: \$13.00 to \$17.00 per hour, depending on experience

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

Summary: The mission of the Karuk Tribe's Substance Abuse Program is *"to provide culturally sensitive services to Native Americans and their families as well as other people living in the communities we serve."* Under the general supervision of appropriately qualified staff, the Alcohol and Drug Trainee I (RADT 1) shall assist and support clients, family members, and others with alcohol/drug abuse or dependence, to attain and maintain abstinence as appropriate; develop a program tailored to the individual in support of a recovery process; and affect an improved quality of living.

Application Deadline: February 9, 2017

Applications are available at all Tribal Offices or on the Internet at 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 or by contacting the Human Resource Coordinator, Telephone (530) 493-1600 ext. 2041, Fax: (855) 437-7888, Email: vsimmons@karuk.us

POSITION DESCRIPTION

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Responsibilities:

1. Shall be willing to travel within the service area including Happy Camp and Orleans.
2. Shall be familiar with assessment tools including but not limited to Addiction Severity Index (ASI), Substance Abuse Subtle Screening Inventory (SASSI), and American Society of Addictions Medicine (ASAM).
3. Shall be able to write appropriate treatment plans that are congruent with assessments.
4. Shall be familiar with DSM IV drug/alcohol criteria.
5. Shall be willing to obtain certification to facilitate domestic violence batterers groups.
6. Shall provide individual, family, and group counseling.
7. Shall prepare clear, concise, and comprehensive caseload records and make sound recommendations on the basis of such information as well as organize and manage a caseload.
8. Shall provide advocacy services on behalf of the client to obtain needed services, retain personal objectivity, and deliver crisis intervention services as needed.
9. Shall coordinate prevention activities for individuals, families, and youth and develop and maintain cooperative, constructive relationships with Tribal clients, their families, and members of other professional disciplines, social agencies, and the Karuk Tribal Health Program.
10. Shall provide referrals to appropriate community services.
11. Shall allow for and provide access to alternative drug/alcohol treatment such as traditional practices.

12. Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings and functions as requested.
13. Shall be polite and maintain a priority system in accepting other job related duties as assigned.

Qualifications:

1. Have the ability to work effectively with Native American people in culturally diverse environments.
2. Have the ability to manage time well and work under stressful conditions with an even temperament.
3. Have the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Have the ability to understand and follow oral and written instructions.
5. If applicable, must be in recovery and have two years of documented time clean and sober.

Requirements:

1. Must be working towards getting a Substance Abuse certificate from an approved California Consortium of Addiction Programs and Professionals College.
2. Must have the desire and ability to work and communicate effectively with Native Americans in a culturally diverse environment.
3. Must adhere to California Consortium of Addiction Programs and Professionals and Credentialing Standards and Code of Ethics.
4. Must adhere to the rules of confidentiality as detailed in 42 CFR and HIPAA.
5. Must have the desire and ability to work and communicate effectively with Native Americans in a culturally diverse environment.
6. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
7. Must have a positive mental attitude and be able to deal with stressful and unpleasant situations without losing composure.
8. Must provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B Vaccine. Must test annual for TB.
9. Must adhere to an investigation of character including a check of fingerprint files of the Federal Bureau of Investigation. Applicant must not have been found guilty of, or entered a plea of nolo contendere or guilty to, any offense under Federal, State or Tribal law involving crimes requiring California PC Section 290 registration or any offense involving a child victim. Applicant must not have been convicted of a drug felony within the previous five years.

10. Must successfully pass a pre-employment drug and alcohol screening test.

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: January 26, 2017

Chairman's Signature: _____

Employee's Signature: _____