

JOB ANNOUNCEMENT

JOB TITLE:	Counselor III – Child & Family	REPORTS TO:	KCC Program Director
TEAM:	Behavioral Sciences	DEPT:	Kwawatchee Counseling Center
FLSA STATUS:	Exempt	GRADE:	7
OPEN DATE:	December 12, 2007	CLOSE DATE:	Open Until Filled

GENERAL FUNCTION: Provide child, family, and individual counseling, teacher and parent training for clients and their family members.

ESSENTIAL JOB FUNCTIONS:

- Plan and implement comprehensive early childhood mental health prevention program.
- Perform comprehensive intake interviews of child's mental condition and psychosocial history.
- Develop and conduct individualized treatment plans.
- Counseling patients primarily in community settings, classroom support, and in clinic.
- Willingness to document client contacts electronically.
- Demonstrates a thorough working knowledge of the DSM-IV.
- Divides time between direct billable services to children, adults, and families; with outreach, prevention, and teacher training.
- Establish and maintain patient case files ensuring current quality standards as required by WAC, CARF, IHS, county and other contracts.
- Develop and conduct focused group sessions and community-based prevention and outreach presentations.
- Coordinate with other PTHA staff in providing multi-disciplinary approach to treatment.
- Assist in training and educating early childhood program staff and community at large.
- Other duties as assigned.

MINIMUM REQUIREMENTS (EDUCATION AND EXPERIENCE): Masters Degree in Human Services related field plus two (2) years experience in the behavioral health and early childhood areas. Work experience with Native American preferred. Current Washington state license to practice counseling. Current CPR and First Aid certification required.

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KNOWLEDGE, SKILLS, AND ABILITIES: Demonstrates cultural competencies, customs and traditions in working with the Native population. Knowledge of the principles and practices of community psychology and counseling techniques. Knowledge of current social and health problems related to psychological disorders. Knowledge of community resources and referral agencies. Knowledge of group dynamics. Able to evaluate, diagnose, and treat patients. Good organization and time management skills. Current, valid Washington state driver's license.

AGE SPECIFIC RESPONSIBILITIES: Must be able to demonstrate knowledge, skill, and ability necessary to provide care to specific age groups served in his/her assigned area

INFECTION CONTROL RESPONSIBILITIES: Follow facility policies and attend in-services

SAFETY RESPONSIBILITIES: Current certificates required in First Aid and CPR. Follow facility policies and attend in-services

ROLES IN THE HAZARDOUS MATERIAL PROGRAM: Follow facility policies and attend in-services

ACTIVITIES UNIQUE TO THE WORK SETTING OF THIS POSITION: Work is performed on a Native American Indian reservation in an urban environment.

SUPERVISORY RESPONSIBILITIES: None.

MACHINES, TOOLS, EQUIPMENT, AND/OR OFFICE MACHINERY UTILIZED: Routine office equipment including computer.

WORKING CONDITIONS: Work is primarily performed indoors in an office setting.

PHYSICAL REQUIREMENTS: Must be fully mobile throughout the PTHA campus and surrounding community. Ability to lift 20 pounds. Extended periods of sitting.

TO APPLY: A PTHA employment application is required (resume optional). Please submit completed applications to the Human Resource Department prior to the closing date. Indian preference by law. Phone (253)593-0232 ext 516. Fax (253)593-3479. email: hr@eptha.com, website, www.eptha.com

PTHA-Human Resource Department
Kwawatchee Counseling Center, bldg #4, 1st Floor
2209 E 32nd St
Tacoma, WA 98404

Because of the large number of applications, not everyone who applies for a vacant position will necessarily be interviewed, only those interviewed will receive notification when the position is filled or closed.

**THE PTHA IS A ALCOHOL/DRUG FREE WORKPLACE
SMOKE-FREE ENVIRONMENT**