



# White Earth Reservation Tribal Council

P.O. Box 418

White Earth, Minnesota 56591

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## CHAIRMAN

Terrance "Terry" Tibbetts

## SECRETARY-TREASURER

Tara Mason

## DISTRICT I

Steven "Punky" Clark

## DISTRICT II

Kathy Goodwin

## DISTRICT III

Eugene "Umsy" Tibbetts

## White Earth Reservation Tribal Council Job Announcement

**Position:** ADCI, ADC II, ADC III/LADC

**Open:** 05-15-17

**Location:** Men's Acute Care, Mahnomen, MN.

**Close:** 05-26-17

**Pay:** DOQ

**Benefits:** Full

**Status:** Full time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant to develop, implement, provide, and monitor client treatment plans for alcohol, drug, or other substances; provide individual and group interventions; direct care services; as well as provide continuing care services.

### Position Outcomes:

- Conducts comprehensive assessments on clients to determine appropriate treatment needs.
- Coordinates treatment plan development to ensure identified issues are addressed in the written treatment plan.
- Coordinates on-going treatment planning and documents treatment progress of clients to ensure integrated treatment direction.
- Provides primary treatment and continuing care services to improve client's wellbeing.
- Provides case management services to help the client obtain the services and support the client needs to establish a lifestyle free of the harmful effects of chemical abuse or dependency.
- Provides additional treatment services according to individual needs to ensure holistic, integrated treatment.
- Maintains all forms of documentation, record keeping and reports to ensure records to meet provider and third party billing requirements.

### Knowledge, Skills and Abilities:

- Knowledge of White Earth Youth Residential Standards of Care and White Earth Substance Abuse Treatment Standards.
- Knowledge of principles and methods for training, teaching and clinical supervision.
- Knowledge of and ability to follow and apply the policies and procedures of the Program.
- Ability to write reports and business correspondence.
- Ability to work cooperatively within a group to make the work of the group successful and effective.

### Qualifications:

- **Certified as UMICAD1, or a person licensed as an Alcohol and Drug Counselor under licensing standards approved by Tribal Council or its designee.**
- **Documented competence in screening for and working with clients with mental health problems, through education, training, and experience (or within 3 months of hire).**
- **Prefer experience with Native American communities/people. CPR Certified or willing to obtain upon hire, Certified Rule 25 Assessor or ability to obtain within 30 days.**
- **Must be over the age of 18, responsible, mature, healthy adult who is able to carry out the license holder's duties.**
- **Must be free of chemical use problems for at least two (2) years immediately preceding their hiring and must sign a statement attesting to that fact and freedom from chemical use problems must be maintained during employment.**
- **Must be able to pass a Background and Drug screening.**
- **Valid driver's license and insurance for travel between sites and other business related destinations.**

Mail Applications to:

White Earth Tribal Council  
Attention: Personnel  
P.O. Box 418  
White Earth, MN 56591

Download Applications at:

[www.whiteearth.com](http://www.whiteearth.com) EEO with Native Preference

*A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment  
Background Checks performed*