

**LOWER BRULE SIOUX TRIBE
LOWER BRULE COUNSELING SERVICE
JOB ANNOUNCEMENT**

JOB TITLE: SUBSTANCE USE/ALCOHOL USE DISORDER (SUD/AUD) CASE COORDINATOR

JOB CLASS: LEVEL VI _ DOE

JOB SUMMARY: This person will be under the direct supervision of the Clinical Director. This person will be responsible for providing direct services to clients with substance use disorders or co-occurring disorders with goal of increasing stabilization, safety and well-being. Direct services include assessment, intervention, education, and linkages with needed community based resources and services.

ILLUSTRATIVE DUTIES & RESPONSIBILITIES:

- Be knowledgeable of the LBCS organization, philosophy, function, responsibilities, and policies
- Will maintain complete and ongoing records of all clients assigned.
- Provide patient's assessment as to their needs/services as part of their recovery
- Be involved case planning
- Coordinate and provide linkage/referrals to other programs and services, locally, or regionally
- Monitor case and follow up
- Provide advocacy and support for client
- Be aware of and comply with the Federal confidentiality laws and regulations concerning any patient in a federally assisted Chemical Dependency Program (42 CFR Part 2 SUD confidentiality and disclosure; HIPAA privacy rule and Privacy Act)

QUALIFICATIONS & REQUIREMENTS:

Education and Work Experience:

- Preferred Certified Addiction Counselor; or Licensed
- Must have training in substance use disorder and mental health
- Minimum of two years of work experience working with Native American communities and/or social work experience.

- Provide three (3) references, at least two (2) from previous employers

Knowledge, Skills and Working Conditions

- Able to communicate effectively, have good writing skills and pay attention to details; collaborate with others, solve problems creatively and demonstrate high integrity.
- Adheres to all company policies, procedures and business ethics and confidentiality codes for Substance Abuse and Behavioral Health Facilities. Failure to comply will result in immediate dismissal.
- Ability to bend, stoop, kneel, twist, push and pull up 10 pounds regularly; and on occasion may be required to lift and move items greater than 25 pounds.
- Be able to use work time constructively and follow through on assignments unsupervised.
- Be alcohol and/or drug free; Lower Brule Sioux Tribe is a Drug and Alcohol Free Work Place.
- Recovering Alcoholics must have one (1) year of continuing sobriety.
- **Must be able to pass a drug screen and background check**
- Indian Preference shall apply
- Must have reliable transportation and required state liability insurance. Must have a valid state driver's license

TO APPLY:

**Submit LBST applications/resume to:
Human Resources Department
187 Oyate Circle
Lower Brule, SD 57548**

Opening Date: 11/01/21

Closing Date: 11/15/21@ 4:30 pm