

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

JOB TITLE: Substance Abuse Prevention Coordinator

JOB CLASS: LEVEL Vii

JOB SUMMARY: Under the direct supervision of the Substance Abuse Clinical Director. This individual will be responsible for the prevention services of the Lower Brule Counseling Service and will report directly to the Substance Abuse Clinical Director in conjunction with the Substance Abuse Director in the coordination of activities and programming that are supportive of Lower Brule Community, their families and those who receive services through Lower Brule Counseling and the Society of Care Model for Health and Wellness in conjunction with Native Connections, Partners For Success, and LB Boys and Girls Club services.

DUTIES AND RESPONSIBILITIES:

- Be knowledgeable of the LBCS organization, philosophy, function, responsibilities, and policies
- Develops and evaluates individualized and/or group wellness and prevention strategies for LBCS clients and LBST community
- Be knowledgeable of the five (5) Domains of the Prevention Specialist in development and implementation of prevention programming for substance use disorder
- Advocate for prevention policy and programs by conducting education presentations and outreach activities
- Develop and administer prevention, education and intervention programs, resources and materials as needed
- Participate in prevention and wellness awareness campaigns as requested by LBCS and LBST support
- Collaborate with other community health agencies and organizations on promotional campaigns and partner in health, education program services and outreach activities
- Coordinate with youth, health and other service programs in implementing the Society of Care Model as requested by the Lower Brule Tribal Council for the Health and Wellness of the Lower Brule Sioux Tribe.
- 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)

- Work with other Prevention/Treatment programs within the community, state and Native American treatment programs in the Great Plains Area of the Indian Health Service to coordinate and advocate for Lower Brule members quality and timely services for treatment.
- Meet and coordinate with local agencies to provide quality services to clients of the Lower Brule Counseling Service
- Seek and obtain approval by Clinical Director on receiving training that is required by the program and required to maintain licensure in good standing while employed at LBCS
- Other duties requested by the Clinical Director and/or Substance Abuse Director.

QUALIFICATIONS:

Education and Work Experience:

- This position prefers a licensed Prevention Specialist, licensed by the State of South Dakota and credentialed by the Board of Addiction and Prevention Professionals (BAPP). However, will consider an applicant who is the process of certification/licensed as an Addiction Counselor or Substance Abuse Prevention Specialist and will assist in additional training to maintain certification; and receive appropriate specialized training in Alcohol and Drug Prevention foundations, theory and practice of alcohol and drug prevention including ethics.
- Must have a high school diploma.
- To start, may have a minimum of two (2) years of secondary education; Associate Degree; or five (5) years' work experience in related field.
- 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 Substance Users must have two (2) years of continuing sobriety.
- **Must be able to pass a drug screen and background check**
- Must have reliable transportation and required state liability insurance. Must have a valid state driver's license

How to Apply: Applications can be picked up at the Human Resources office. Complete a LBST Application/Resume and return to:

**Human Resources Office
Lower Brule Sioux Tribe
187 Oyate Circle
Lower Brule, SD 57548**

Opening Date: 11/01/21

Closing Date: Until filled