



## Cow Creek Government Office

### Position Description

**Position Title:** Behavioral Health Manager

**Department:** CCH&WC

**Reports To:** Clinic Director

**FLSA Designation:** Exempt

#### **POSITION PURPOSE:**

Manage and supervise all LCSW staff, including mentoring and employment development. Provide individual, group and family therapy for new and an established caseload. Provide intake and assessments based upon Tribal program protocols and standards.

#### **ESSENTIAL FUNCTIONS:**

- Clinical case management including accompanying/assisting clients in getting connected to needed services.
- Counsel patients and interprets to professional and lay groups the special psychosocial needs of patients by identifying psychosocial disorders.
- Responsible for the content of education and counseling programs for both individual patients or groups of patients and serves as liaison to community, individuals and groups as appropriate.
- Provide collateral consultation, as appropriate
- Evaluate crisis situations and provide short term counseling and crisis intervention, as necessary.
- Assist in the assessment, planning, arranging, and implementing of psychosocial programs.
- Maintain client files according to clinical procedures and ensure confidentiality of files.
- Participate in staff and clinical meetings and regularly scheduled peer review/quality control supervision.
- Carry out program goals per grant requirements and as outlined by the Department Manager and Health Director.
- Submit monthly board reports quarterly reports and other reports as requested.
- Conduct surveys and studies relating to psychosocial status and patterns of population groups as directed.
- Review and evaluate recent psychosocial health research and interpret it to professionals and patients.
- Use tests, measurements, and measurement scale for general and specific assessments as well as objective patient criteria in the provision of services and evaluation procedures.
- Provide in-service presentations to staff as needed or required.
- Provide Tribal service information as an outreach worker, as established by team.
- Other duties as assigned

#### **QUALIFICATIONS:**

- Master's Degree in Social Work from an accredited graduate school of social work or equivalent education and or experience to meet the licensing requirements and perform the functions of this role.
- Must have certification with the Oregon Board of Licensed Clinical Social Workers (LCSW)
- Certified Alcohol & Drug Counselor Certification with Accredited Board of Oregon preferred.
- Two or more years of clinical experience with designated population, One year management experience.
- Knowledge of integrated service and support rules (ISSR) as they relate to requirements as these relate to continuing care.
- Assessment, consultation and intervention experience required.
- Outpatient individual and family therapy experience required.
- Utilization of a variety of models of therapy is required.
- Cultural training and experience working with tribes, preferred.
- Three or more years of experience with designated population required.
- Experience in working with adults, children and youth by providing mental health and case management services.
- Must demonstrate the ability to work effectively with individuals from different cultural and ethnic backgrounds; including the ability to understand the behaviors of other individuals or groups in settings where several cultures coexist, and make appropriate recommendations.
- Proficiency in verbal and written communication skills.
- Possess basic computer skills, personal computer word processing, use of electronic medical record (EHR), and provide team support for efficient functionality.

