

**NORTHWEST PORTLAND AREA INDIAN HEALTH BOARD  
JOB POSTING CLOSING DATE: 3/13/22**

**Job Title:** Behavioral Health Clinical Supervisor      **Status:** Full-time with benefits  
**Reports To:** Behavioral Health Programs Director      **Classification:** Non-exempt employee  
**Department:** Tribal Epi Center      **Funding duration:** 1/01/2022-6/30/2023  
**Salary Range:** \$90,000-100,000 DOE (1.0 FTE)      **Location:** Portland, Oregon  
**Closing Date:** March 13, 2022

---

Job Summary:

NPAIHB aspires to assist NW Tribes to deliver health services that are high-quality and safe; that promote patient-provider team interactions that are patient-centered and culturally relevant; that develop and support an engaged, expert workforce; and that demonstrate fiscal sustainability and accountability.

The Behavioral Health Clinical Supervisor is the primary resource for clinical behavioral health technical assistance, training, quality assurance for the behavioral health programs. This position will also be responsible for expanding the behavioral health program for the NW Tribes and for developing policy and procedural recommendations and providing support for related program activities.

The Behavioral Health Clinical Supervisor must have excellent communication skills, both verbal and written, and the ability to take complex behavioral health information (as an example: ACEs, trauma, addiction, resiliency, intervention, clinical best-practice and policy) and summarize the information into programs for Northwest Tribes. The Behavioral Health Clinical Supervisor must also be a public health leader who can strategize on grants and program matters with staff to accomplish priorities.

An ideal candidate has the ability to work from a thoughtful and relational style with all stakeholders from tribal providers to tribal leaders, working to understand their distinct cultural needs and experiences, presenting with humility and ability to graciously repair relationships when needed.

The Clinical Supervisor will ensure compliance with all State, Federal, and other regulatory agency requirements, will understand all levels of certified and licensed behavioral health providers in OR, WA and ID and be able to provide guidance and expertise in these areas, shape the behavioral health programs design, and provide strategic direction for all NPAIHB projects and NW Tribes.

This position reports directly to the Behavioral health Programs Director. This scope of work is housed within the Northwest Tribal EpiCenter located at the Northwest Portland Area Indian Health Board (NPAIHB).

Activities must be accomplished with minimal day-to-day supervision.

**Essential Functions**

- Provide behavioral health clinical supervision consultation for various programs including, Behavioral Health Aide program (under the Tribal Community Health Provider Project), Tribal Opioid Response Project, ECHO Hub team, CDC 1803 grants, measure 110 and others as they develop;

## **NORTHWEST PORTLAND AREA INDIAN HEALTH BOARD JOB POSTING CLOSING DATE: 3/13/22**

- Support Tribal communities to bridge the gap in clinical supervision and connect them to clinical supervisors and clinical resources;
- Provide support to Behavioral Health Aide/Chemical Dependency Counselor and Clinical Psychology students who need clinical supervision to matriculate through the programs;
- Develop a crosswalk of behavioral health professions, identifying licensure, education and billing requirements for each field;
- Advise on the development of a clinical supervision training program for Tribal people;
- Deliver clinical supervision content and expertise for the development of clinical supervisor training modules;
- Update priorities throughout the year as directed by Northwest Tribes;
- Executes surveys and feasibility studies for behavioral health program development and improvement of services;
- Acts as consultant on behavioral health and chemical dependency issues to Northwest Tribes, state and local organizations;
- Facilitates and enhances day-to-day operating relations with sites and other stakeholders, as appropriate to the position;
- Creates and implements capacity building and quality improvement strategies based on the needs of our stakeholders;
- Assists local and national partners toward expansion and support of BH projects.
- Specialized training and experience in the principles of integrating behavioral health assessment and treatments with primary care services.

### Project Support Functions

- Organize conference calls and in-person meetings with project staff and federal grant agency project officers;
- Participate in behavioral health strategic planning and development and implementation;
- Work with other project directors and staff on tracking and reporting of project workplans and timelines;
- Provide support as required for completion of project activities.

### Administrative Support Functions

- Coordinate and prepare all required project reports;
- Participate in and/or facilitate meetings, workgroups, site visits, and conferences as required to achieve project objectives;
- Submit a Monthly Activity Report (MAR) each month;
- Facilitation of the Behavioral Health Clinical Supervision Workgroup;
- Participate in the Oregon Nine Tribes Prevention Coalition meetings, and other PNW Tribal and collaboration meetings.

### Other Duties

- Maintain well-organized filing system for documents and computer files.
- Maintain a clean, well-organized office environment.
- Research, and with the approval of supervisor, attend trainings as needed to improve skills that enhance overall capabilities related to job performance.
- Participate willingly in NPAIHB activities.
- Abide by NPAIHB policies, procedures, and structure.
- Perform other duties as assigned.

**NORTHWEST PORTLAND AREA INDIAN HEALTH BOARD  
JOB POSTING CLOSING DATE: 3/13/22**

Standards of Conduct:

- Consistently exhibit professional behavior and the high degree of integrity and impartiality appropriate to the responsible and confidential nature of the position.
- Consistently display professional work attire during normal business hours.
- Effectively plan, organize workload, and schedule time to meet workload demands.
- Exercise good judgment and initiative in performance of duties and responsibilities.
- Work in a cooperative manner with all levels of management and with all NPAIHB staff.
- Treat NPAIHB delegates/alternates and Tribal people with dignity and respect and show consideration by communicating effectively.

Qualifications:

Minimum Qualifications/Transferable Skills:

- Master's in Public Health, Mental Health, Counseling, Psychology or Social Work; graduate level degree (PhD) preferred.
- Must be sensitive to the needs of the Native American community, which includes culture traditions, and background.
- Current and unrestricted clinical license in Chemical Dependency, Mental Health, Counseling, Psychology or Social Work, in Oregon and/or Washington.
- At least three (3) years of professional experience in Public and/or Behavioral Health Clinical Supervision.
- Experience in Program Management.
- Knowledge of or capacity to learn about the local behavioral health treatment systems, clinical supervising, clinical license, billing and community resources.
- Ability to assess and build programs in a culturally-competent manner.
- Professional demeanor and interpersonal communication skills.

External applicants must agree to serve a minimum six-month probationary period during which time their employment can be terminated at will. For the purpose of evaluating job performance, internal applicants must agree to serve a minimum six-month probationary period when job duties change significantly.

**Typical Physical Activity:**

**Physical Demands:**

Frequently involves sedentary work: exerting up to 10 pounds of force and/or a negligible amount of force to lift, carry, push, pull or otherwise move objects, including the human body.

**Physical Requirements:** Constantly requires the ability to receive detailed information through oral communications, and to make fine discrimination in sound. Constantly requires verbally expressing or exchanging ideas or important instructions accurately, loudly, or quickly.

Constantly requires working with fingers rather than the whole hand or arm. Constantly requires repetitive movement of the wrists, hands and/or fingers. Often requires walking or moving about to accomplish tasks. Occasionally requires standing and/or sitting for sustained periods of time. Occasionally requires ascending or descending stairs or ramps using feet and legs and/or hand and arms. Occasionally requires stooping which entails the use of the lower extremities and back muscles. Infrequently requires crouching.

**Typical Environmental Conditions:** The worker is frequently subject to inside environmental

**NORTHWEST PORTLAND AREA INDIAN HEALTH BOARD  
JOB POSTING CLOSING DATE: 3/13/22**

conditions which provide protection from weather conditions, but not necessarily from temperature changes, and is occasionally subject to outside environmental conditions.

**Travel Requirements:** Travel outside of Portland is occasionally required. Overnight travel outside of the area is infrequently required.

**Disclaimer:** The individual must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others. The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and or skills required of all personnel so classified.

Except as provided by Title 25, U.S.C. § 450e(b), which allows for Indian preference in hiring, the NPAIHB does not discriminate on the basis of race, color, creed, age, sex, national origin, disability, marital status, sexual orientation, religion, politics, membership or non-membership in an employee organization, marital status, citizenship or immigration status, veteran or military status, genetic information, ancestry or any other characteristic protected by law.

**Applications can be found online at [www.npaihb.org](http://www.npaihb.org)**

**SEND RESUME AND APPLICATION TO:**

**Email: [HR@npaihb.org](mailto:HR@npaihb.org)**