



## Swinomish Tribal Community

A Federally Recognized Indian Tribe Organized Pursuant to 25 U.S.C. § 476

P.O. Box 817 • 11404 Moorage Way  
LaConner, Washington 98257

### **JOB DESCRIPTION**

#### **TRIBAL MENTAL HEALTH COUNSELOR**

#### **EDUCATION REQUIREMENTS**

- Master's Degree in Counseling
- Licensed Mental Health Counselor

#### **SKILL REQUIRED:**

- Appreciation of sensitivity to cultural and spiritual issues.
- Excellent verbal and written communication skills.
- Understanding of psychological and social development of children.
- Group dynamics experience and group leadership.
- Case management and working with other agencies.
- Crisis intervention including suicide, domestic violence, sexual assault, child abuse/neglect and death.
- Ability to work as a team member.
- Flexibility and willingness to accept direction from supervisors.
- Ability to interview, gathers information, ask appropriate questions, perform assessments, and initiate treatment.
- Computer literate.
- Commitment to expanding skills through experience and educational opportunities including Continuing Education, CPR, QPR, ASIST.
- Experience and training in multi-cultural services.
- Ability to establish and maintain rapport with youths.
- Ability to remain calm, focused, and supportive during extreme stress.

**DUTIES:**

- Provide counseling for middle/high school youth in La Conner schools, homes, and clinical setting, including parents and other family members.
- Write letters as requested by school, court, and other agencies.
- Attend court sessions with clients.
- Record keeping including; billing, intakes, progress notes, treatment plans, 180 day evaluations, consultation notes, monthly reports, faxes/copies.
- Initiate, facilitate and conduct group sessions, such as “Risky Business”, focusing on healthy relationships, sexual violence prevention, and safety.
- Attend suicide prevention training and provide intervention and information to clients.
- Accompany clients to teen clinics, medical center, and hospital as needed.
- Presentations for the Fitness Center and Wellness Program on topics such as depression.
- Attend weekly staff meetings.
- Attend monthly meetings to maintain state requirements.
- Attend school based meetings with principal, teachers, parents, school counselor, school psychologist, and students.
- Provide input to SPED teacher and attend I.E.P. meetings at La Conner and Discovery school in Bellingham.
- Provide QPR trainings as requested.
- Attend Continuing Education classes to meet mental health specialist requirements.
- Write articles for qyuuqs (Kee Yoks) publication on mental health issues as requested.
- Schedule and provide individual 30 to 90 minute therapy session minutes.
- Communicate with supervisors, social workers, CPS, DSHS, Probation, Swinomish Police Department, and Wellness Program.
- Crisis intervention as needed at schools and tribal facilities.
- Attend cultural events including; funerals, Canoe Journey, community dinners, Health Fairs, and other opportunities to support and advocate for clients.
  
- Specific vision abilities required by this job include; close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- While performing the some of duties of this job, the employee regularly works in outside weather conditions.
- The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions.
- The noise level in the work environment is usually loud.

## APPLICATION INSTRUCTIONS

- Request an **Application Packet** by calling (360) 466-1216 or e-mail to [aiedwards@swinomish.nsn.us](mailto:aiedwards@swinomish.nsn.us) or [slbailey@swinomish.nsn.us](mailto:slbailey@swinomish.nsn.us)
- **Return the application, along with the cover letter and resume to Alethia Edwards, Human Resource Director.**

**Swinomish Tribal Community  
Human Resource Office  
11404 Moorage Way  
LaConner, WA. 98257**

Consistent with practices on federally recognized Indian Tribes, Native American hiring preference may apply. All offers of employment are contingent on the successful completion of a drug test and a criminal history background investigation.