



# White Earth Reservation Tribal Council

P.O. Box 418  
White Earth, Minnesota 56591  
Tel. (218) 983-4646  
Fax (218) 983-4343

## White Earth Reservation Tribal Council Job Announcement

**Position:** Urban LADC Addiction Counselor I, II or III

**Open:** 02-19-18

**Location:** Urban Duluth

**Close:** 02-23-18

**Pay:** \$17.31, \$19.26, \$23.30

**Benefits:** Full

**Status:** Full-Time

The White Earth Reservation Tribal Council is currently seeking a qualified candidate who will be responsible to develop, implement, provide, and monitor client treatment plans for alcohol, drugs, or other substances; provide individual and group interventions; direct care services; as well as provide continuing care services.

- Conducts comprehensive assessments on clients to determine appropriate needs.
- Coordinates treatment plan development to ensure identified issues are addressed in the written treatment plan.
- Coordinates on-going treatment planning and documents treatment progress of clients to ensure integrated treatment direction.
- Provides primary treatment and continuing care services to improve client's wellbeing.
- Provides additional treatment services according to individual needs to ensure holistic, integrated treatment
- Maintains all forms of documentation, record keeping and reports to ensure records to meet provider and third party billing requirements.

### Knowledge, Skills & Abilities:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Substance Abuse Program and the White Earth Reservation Tribal Council.
- Knowledge of principles and methods for training, teaching and clinical supervision.
- Knowledge of chemical dependency, mental health, adolescent development and family relationships.
- Skilled in the operation of a personal computer, including related software such as Microsoft office (Word, Excel, PowerPoint, Outlook)
- Knowledge of tribal and county health and social services programs.
- Knowledge of the federal laws including Health Insurance Portability Accountability Act (HIPAA), Government regulations, federal privacy act and agency rules.
- Skills with developing positive rapport with clients, peers, parents, families, and community members.

### Qualifications include:

- Certified as Addiction Counselor, I, II, OR III, or a person licensed as an Alcohol and Drug Counselor under licensing standards approved by Tribal Council or its designee.
- UMICAD or LADC certification through State of Minnesota Board of Behavioral Health and Therapy.
- Must be Free of chemical use problems for at least two (2) years preceding hire.
- Valid Driver's license and insurance for travel between sites and other related businesses.
- Prefer experience with Native American communities/people

### Send applications to:

White Earth Tribal Council  
Attn: Personnel  
P.O. Box 418  
White Earth, MN 56591

### Download applications at:

[www.whiteearth.com](http://www.whiteearth.com)

EEO with Native Preference

A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment  
Background Checks performed

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Terrance Tibbetts

#### SECRETARY-TREASURER

Tara Mason

#### DISTRICT I

Steven "Punky" Clark

#### DISTRICT II

Kathy Goodwin

#### DISTRICT III

Eugene "Umsy" Tibbetts