



# WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks SECRETARY-TREASURER Michael LaRoque  
DISTRICT I Henry Fox. DISTRICT II Eugene Sommers DISTRICT III Laura Erickson

**Position: OMC BH Associate Director of Addition Services**  
**Location: OMC Bemidji**  
**Pay: \$59.00/hr. DOQ**

**Benefits: Full**

**Open: 12-08-25**  
**Close: 12-12-25**  
**Status: Full time**

This position is responsible for providing the BH Associate Director of Medication of Addiciton Services plays a pivotal role in the designing, implementing, and overseeing comprehensive MOUD and addiction services within our healthcare system. This role involves leadership in developing clinical protocols, coordinating care delivery, and ensuring adherence to regulatory standards to support individuals with substance use disorder on their path to recover.

## Position's outcomes:

- Perform associate director's duties to meet program objectives and ensure compliance.
- Act as clinical leader and supervisor over medical staff in the Bemidji area.
- Provides direct patient care both face to face and via telemedicine for W.E., B.H. and MAT Patients and satellite sites.
- Responsible for supervision of assigned medical staff including, hiring, training, scheduling, and conducting performance evaluations.
- Creating a supportive work environment, addressing concerns, and implementing strategies to improve job satisfaction.
- Ensures that nursing and medical staff have the necessary skills and competencies through ongoing education, professional development, and certification programs. This may also involve mentoring and coaching nursing and medical assistant staff to enhance their clinical and leadership skills.
- Collaborate with interdisciplinary teams to establish utilization management protocols for patients with SUD's including out-of-network concurrent review, retrospective claim review, and prior authorization procedures.
- Works with the BH Medical Director on developing a quality management and clinical compliance program for managed care patients which includes quality management, clinical compliance, health education and case review.
- Assist in health planning and linking patients to community health resources.
- Ensure onsite medications are ordered and stored in accordance with program protocols in collaboration with nurse managers and supervisors.
- Provide peer review of records, participate in audits, OcrA & electronic health reports, and quality assurance projects.

## Knowledge, Skills, and Abilities:

- Knowledge of Medication-Assisted (MAT): Comprehensive understanding of evidence-based MAT protocols, including the use of medications such as methadone, buprenorphine, and naltrexone in the treatment of opioid use disorder.
- Knowledge Opioid use disorder management: In-depth knowledge of pharmacology, epidemiology, and psychosocial aspects of opioid use disorder, including risk factors, comorbidities, and treatment modalities.
- Knowledge and skills in Clinical Assessment: Proficiently in conducting comprehensive assessments of patients with opioid use disorder,
- Ability to and knowledge of Treatment Planning: Skill in developing individualized treatment plans for patients undergoing MAT, incorporating medication Management, counseling, behavioral therapies, and psychosocial support services.
- Knowledge of and experience Motivational interviewing: Ability to employ motivational interviewing techniques to engage patients in treatment, enhance motivation for behavior change, and address ambivalence towards recovery.

## Qualifications:

- **Five (5) years of MAT and Addiction experience working within a Tribal program preferred.**
- **Ability to travel between MN treatment sites.**
- **Minimum Licensure/Credentials (1). Currently active and unrestricted licensure as a Nurse Practitioner or Physician Assistant in MN. (2). National certification. (3) Active DEA license for prescribing controlled substances. (4.) CPR/BLS certified.**
- **Experience in healthcare operations within an integrated delivery system or payer environment.**
- **Demonstrated experience in developing and implementing clinical and operational process improvement initiatives.**
- **Experience in hospital/health system environments with diverse services, patients, and staff.**
- **Must have a valid MN driver's license and insurance for travel between sites and other business-related destinations.**
- **Must be able to pass a criminal background check and drug screening.**

Mail Applications to:

White Earth Reservation Business Committee  
Attention: Human Resources  
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*