



Choctaw Health Center

Behavioral Health
210 Hospital Circle
Choctaw, MS 39350-6781
601.389.4150

JOB ANNOUNCEMENT #336149

POSITION: Community Outreach Liaison/Prevention Specialist
(Henning, TN)

SALARY: Grade 12

SUPERVISOR: Program Director/Clinical Supervisor/Designee

JOB LOCATION: Designated Outlying Community/Locations

TYPE OF EMPLOYMENT: Regular FullTime/Exempt/Essential

OPENING DATE: ~~NOVEMBER 30, 2018~~ **NOV 30 2018**

CLOSING DATE: **DECEMBER 14, 2018 OR UNTIL FILLED**

Mission Statement: *The Mission of The Choctaw Health Center is to raise the health status of the Choctaw People to the highest level possible.*

Vision Statement: *Our vision is to achieve a health community through holistic health services in a culturally sensitive environment, in partnership with satisfied customers, dedicated employees, and the Choctaw Community.*

Scope of Service and Effect:

The Community Outreach Liaison/Prevention Specialist Position provides a broad array of education, case management, and data handling/ coordination services. The position serves as a liaison for community members to clinical services at the main Behavioral Health Center. The position coordinates the development of prevention programs utilizing proactive process which empowers individuals and systems to meet challenges by creating and reinforcing conditions that promote healthy lifestyles and behavior through the use of evidence based practices, with culturally appropriate adaptations. The program is funded by a five year grant project and employment is only for the duration of the grant.

Duties and Responsibilities:

1. Recruits and supervises program volunteers, identifies community members to serve on committees and engage in coalition building. Document all services in the program identified charting systems in a timely manner.

2. Establishes an information resource center to provide accurate and current information about alcohol, tobacco, drugs and suicide prevention and develop local public service announcements to serve as environmental strategies to reach the community as a whole. The specialist participates in speaking engagements, health fairs, conferences, and other health promotion activities as designed by program supervision.
3. Plan and carry out community outreach prevention activities/trainings. Use prevention curriculums that are endorsed as evidence based practices to educate children from Head Start through adults.
4. Implements programs designed to provide growth experiences and offer exposure to healthy activities designed to deter use/abuse of violence, alcohol, tobacco and other drugs.
5. Identify high-risk individuals who are exhibiting signs of dysfunctional behaviors and refer for appropriate services serving as a referral sources to outside mental health programs when needed.
6. Coordinate tele-behavioral health appointments and linkage with Behavioral Health Center in the central location. Serve as a liaison to Behavioral Health intake assessment, therapy and psychiatric services.

Work Environment:

The primary location for this position will be at Behavioral Health department within the Choctaw Health Center and designated outlying community. Local travel is required with some regional and/or national travel related to implementation of programming and training. The work schedule will be determined by candidate and director to meet the needs of the program.

PHYSICAL DEMAND:

The work may include a certain amount of exposure to hostile and emotionally disturbed patients, families, and/or visitors.

Qualifications:

1. A Bachelor's degree from an education or human services program is required to perform the minimum duties from an accredited college or university.
2. The incumbent must be credentialed as a Certified Prevention Specialist (CPS) or an equivalent credential in the designated state. Or, must complete a minimum of 280 hours of prevention/behavioral/addictions specific education.
3. The incumbent must have at least one year of experience in the prevention field with classroom and/or group experience implementing evidence based Curriculums.
4. Must have dependable transportation and a valid driver's license and liability insurance as required by state law; and clearance to operate a tribal vehicle.

5. Must be submitted to a background check pursuant to Public Law 101-630, Title IV, Indian Child Protection and Family Violence Prevention Act of 1990 and produce a negative drug screen prior to full consideration for employment.
6. Must provide and maintain a negative drug screen prior to beginning and maintain throughout services.
7. Must maintain a code of behavior as outlined in the Tribal Code of Behavior.

In accordance with the Choctaw Health Center Employee Health Program, pre-employment physical examination is required and an annual exam is required while employed.

*****CHOCTAW HEALTH CENTER PROPERTIES ARE TOBACCO FREE*****

NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained or upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed.

IF INTERESTED, SEND APPLICATION TO:

Mississippi Band of Choctaw Indians
Human Resources
P. O. Box 6033, Choctaw Branch
Choctaw, MS 39350