



**Choctaw Health Center
Behavioral Health Dept.**

210 Hospital Circle
Choctaw, MS 39350-6781
Phone: 601-389-4150
Fax: 601-389-4152

JOB ANNOUNCEMENT # 336150

POSITION: Prevention Specialist
Choctaw Youth Resiliency Initiative (CYRI) Grant

SALARY: Tribal Pay Scale Grade 12

SUPERVISOR: CYRI Project Director

JOB LOCATION: Choctaw Health Center (Main Office)

TYPE OF EMPLOYMENT: Regular FullTime/Non-Exempt/Essential

OPENING DATE: **MAY 23, 2023**

CLOSING DATE: **JUNE 06, 2023 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.

The Choctaw Health Center is a 20-bed hospital centrally located in Choctaw, Mississippi off of State Highway 16 West on the Mississippi Band of Choctaw Indian Reservation. The Tribe consists of eight communities: Bogue Chitto, Bogue Homa, Conehatta, Crystal Ridge, Pearl River, Red Water, Standing Pine, and Tucker. It serves approximately 11,000+ members of the tribe's population across ten county-areas in central Mississippi. It is a 180,000 square foot comprehensive health care center with three satellite clinics located in the Choctaw communities of Bogue Chitto, Conehatta, and Red Water.

SCOPE OF SERVICE AND EFFECT:

The Prevention Specialist functions under the direction and supervision of the Director of Behavioral Health with direct oversight from the Choctaw Youth Resiliency Initiative Project Director or a Certified Prevention Manager staffed under the program. The Prevention Specialist provides overall direction for the development of a prevention program defined as a proactive process which empowers individuals and systems to meet challenges of life events and transitions by creating and reinforcing conditions that promote healthy lifestyles and behavior through the use of evidence-based practices, with culturally appropriate adaptations. Employment is contingent upon the duration of the grant.

DUTIES AND RESPONSIBILITIES:

1. **Administrative:** Recruits and supervises program volunteers, identifies community members to serve on committees, develops and maintains program budget. Document all services in the program identified charting systems in a timely manner.
2. **Information Dissemination:** Establishes an information resource center to provide accurate and current information about alcohol, tobacco, and drugs. Develops public service announcements and other related information mediums. Participates in speaking/teaching engagements, health fairs, conferences, and other health promotion activities.
3. **Education:** Uses prevention curriculums that are endorsed as evidence-based practices to educate children from Head Start through young adults. These services will also deliver related services to older adults and develop environmental strategies to impact communities as a whole.
4. **Alternative:** 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. **Problem Identification and Referral:** Identify high-risk individuals who are exhibiting signs of dysfunctional behaviors and refer for appropriate services.
6. **Community Based Programs:** Organizing, planning, and enhancing efficiency and effectiveness of services implementation, interagency collaboration, coalition building and networking.
7. **Environmental:** Through community participation establish or change written and unwritten community standards, codes and attitudes to influence the decrease of incidence and prevalence of alcohol, tobacco, and other drug use.
8. Maintains a high degree of emotional control, tact, and patience to cope with situations that involve constant change, substantial pressure, and tremendous responsibility.
9. Participates in and helps develop annual in-service training and staff development sessions to ensure up to date knowledge, skills, and continued personal and professional growth.
10. Must present with and maintain a code of behavior as outlined in the Tribal and Health Center Code of Behavior.
11. Must have dependable transportation, state driver's license, vehicle insurance as required by state law, and must have a clearance to operate Tribal vehicles. Must also have access to a telephone that is available to the on-call system.

12. Must submit to a background check pursuant to public Law 101-630, Title IV, Indian Child Protection and Family Violence Prevention Act of 1990.
13. Must present with and maintain a negative drug screen prior to beginning employment and maintain throughout employment.
14. Handles other duties as assigned by the director or designee.

HOURS WORKED:

This is an essential position. Working hours may vary according to shift schedule to cover a 40-hour work week. Employees are responsible for clocking in and out as scheduled. Tribal personnel policies will apply for overtime, night differential pay, and for sick and annual leave. Incumbent will be required to work nights, weekends, and holidays. Incumbent will be called back to duty under certain circumstances such as short staff or emergencies.

WORK ENVIRONMENT:

The primary work location for this position is within the Behavioral Health Department at Choctaw Health Center; with duties, responsibilities, and work performed in all communities on and off the reservation, within schools, the Alternative School, MBCI Boys & Girls Clubs, tribal community facility buildings, detention centers, etc. The work may include a certain amount of exposure to hostile and emotionally disturbed patients, families, and/or visitors. Travel is required for training and service delivery.

PHYSICAL DEMAND:

Some physical abilities are required. This position is mobile therefore materials and supplies will require transport.

QUALIFICATIONS:

1. A Bachelor's is required to perform the minimum duties as identified in the MS-DMH minimum standards with at least a year of direct behavioral health experience, but a Master's is preferred in Social Work, Counseling, Psychology or Prevention from an accredited college or university is preferred.
2. The incumbent must meet education prerequisites and obtain credentials as a Certified Prevention Specialist (CPS) within 18 months of hire in the State of Mississippi to meet all of the MSDMH minimum standards.
3. Must have dependable transportation, state driver's license, vehicle insurance as required by state law, and must have clearance to operate Tribal vehicles. Must also have access to a telephone that is available to the on-call system.
4. 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.
5. Must provide and maintain a negative drug screen prior to beginning and maintain a throughout services.
6. Candidates will be required to show proof of being fully vaccinated against the COVID-19 virus; either 2 doses of the Pfizer or Moderna vaccines or the 1-dose J & J vaccine. A copy of the vaccination card, or a copy of a medical exemption, which

confirms the recognized clinical contraindications to COVID-19 vaccines from the applicant's licensed provider certifying the applicant is excluded from receiving the vaccine is required to be attached to the employment application.

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 up 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**