

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2017-228 **Issue Date:** 11-09-17 **Closing Date:** 11-15-17

Social Worker III
Behavioral Health
Department of Human Services
Hourly Wage: \$23.71/Regular/Full-Time

The Social Worker III will be responsible for developing and implementing a "Centralized Intake" that will provide a one-stop entry point for families where basic screening helps to identify family needs, and referring to programs that best fit or court mandated for families or individuals.

Knowledge, Skills and Abilities:

- Knowledge of Circles of Care Grant.
- Knowledge of "Centralized Intake" systems.
- Knowledge of MS Word, Excel, Outlook, PowerPoint.
- Strong organizational skills with astute attention to details required.
- Ability to perform oral, written communication and interpersonal skills.
- Ability to work under strict deadlines and changing priorities with minimal supervision.
- Ability to demonstrate a high level of confidentiality and sensitivity to clients and patients.
- Ability to work with high caseloads.
- Ability to work with frequent interruptions and adopt a change in workflow.
- Ability to follow directions and apply proper policies, procedures and guidelines.
- Must possess strong interpersonal skills by being able to work with different types of people such as families, employers, Tribal organizations, and other professionals.
- Must possess strong listening skills and give their full attention to clients/patients in order to understand their problems, concerns and values.
- Must possess strong communication skills to communicate with clients/patients effectively, expressing ideas and information in a way that is easily understood.
- Knowledge of HIPAA.
- Ability to create, develop and implement projects.

General Recruiting Indicators:

- Minimum of a Masters of Social Work Degree required. Experience assisting people with physical, mental, emotional, or social disabilities at various stages in their lives. Other experiences include working with a variety of social and human services organizations that work with children and families, people who are homeless, older adults, court mandated for services, and veterans.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Must possess a Driver's License and insurance.
- Must uphold and maintain strict confidentiality.
- May work flexible hours in the evenings or weekends.
- Must have Case Management experience with patient/client files.
- Yakama enrolled preference.