



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Opening Date: 09/12/2016 Closing Date: 09/26/2016

Position Title: Youth Outreach Counselor

Department: Future Generations

Work Schedule: Monday- Friday 10:00AM- 6:00PM (Varies)

Wage Rate: Pay Range 25: \$14.47-\$18.52/ HR/Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- Proof of Degree (*if applicable*)
- Proof of C.S.A.C or I.A.C.C., C.A.D.D.E.
- If claiming Tribal Preference please provide proof of Tribal Identification
- If claiming Veteran's Preference please attach DD214

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit to:

Human Resources

Tule River Indian Tribe of CA

340 N. Reservation Rd.

Porterville, CA 93257

E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.

Approved by TRTC: 03/07/2013



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB DESCRIPTION

POSITION: Youth Outreach Counselor

WORKSITE: Tule River Recreation
308 N. Reservation Rd.
Porterville, CA 93257

GENERAL POSITION DESCRIPTION

The Youth Outreach Counselor will be responsible for the assessment, referral and coordination of youth treatment. The Youth Outreach Counselor will provide aftercare and individual counseling to youth.

DUTIES & RESPONSIBILITIES:

1. Provide outreach counseling to “at-risk” youth living on the reservation and surrounding communities.
 2. Must be able to assess and refer youth returning to treatment.
 3. Provide aftercare services to youth returning from treatment.
 4. Responsible for conduction: “Stay clean” meetings and prevention activities for youth.
 5. Provide in-school monitoring of youth.
 6. Maintain direct contact with juvenile justice, schools and social service system.
 7. Plan, implement twice yearly, six-week series parenting workshop.
 8. Transport youth to and from treatment, juvenile justice, probation or activities and act as a liaison between such services.
 9. Other duties as assigned
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QUALIFICATIONS:

1. Associate’s Degree in Social Services, Counseling or related discipline or minimum 3 years experience in a related position.
2. Must have Certified Substance Abuse Counselor Certificate. (C.S.A.C or I.A.C.C., C.A.D.D.E.)
3. Must be able to work flexible hours at times including weekends.
4. Must practice an alcohol and drug free lifestyle.
5. Must be sympathetic and supportive of Future Generations Program treatment goals and philosophies.
6. Applicant shall be spiritual/culturally sensitive to the needs of those individuals who desire a traditional/spiritual approach to addressing the problem of alcohol/drug abuse.
7. Must have the ability to communicate, understand and counsel Native American individuals and Native American families with problems caused by alcohol and/or drugs.
8. Must have knowledge of alcohol abuse, alcoholism prevention, treatment and rehabilitation.
9. Must be able to keep accurate records and documentation of clients.
10. Must have a valid CA Driver’s License and be insurable through the Tribe.
11. Applicant must have own reliable transportation.

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12. Must be familiar with GONA module and process.
13. Must successfully complete a pre-employment background investigation.
14. Must successfully complete a pre-employment drug/alcohol screen.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to collect, organize, and analyze information about individuals through records, tests, interviews, and professional sources, to appraise their interests, aptitudes, abilities, and personality characteristics, for vocational and educational planning.
 2. Knowledge to compile and study occupational, educational, and economic information to aid counselors in making and carrying out vocational and educational objectives.
 3. Ability to refer students to placement services.
 4. Ability to assist individuals to understand and overcome social and emotional problems.
 5. Knowledge to engage in research and follow-up activities to evaluate counseling techniques.
 6. Ability to develop and maintain case histories, noting language, educational social, religious outlets, study habits, and personal adjustments.
 7. Ability to provide informal counseling and orientation regarding recreational and religious outlets, study habits, and personal adjustments.
 8. Ability to represent students in cases involving conflict with regulations.
 9. Ability to cooperate with other personnel service bureaus to assist in adjustment of students.
 10. Encourages and coordinates activities of groups which promote understanding of foreign cultures.
 11. Assists in curriculum planning, set up and clean up.
 12. Applicant must have the ability to work with and account for sensitive items such as handling or currency, receipts, credit cards, purchased items, etc.
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This position reports to: Future Generations Coordinator

Supervises: None

Salary: Pay Range 25: \$14.47- \$18.52/ Hr.
Paid Bi-Weekly/ Overtime Eligible

Hours: Monday-Friday 10:00AM- 6:00PM (Hours may vary depending on department needs)

Benefits: Medical, Dental, Vision, Flexible Spending Plan, PTO & 401(K) participation.

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE TULE RIVER INDIAN PREFERENCE ORDINANCE; VETERAN PREFERENCE