

## **Job Opportunity**

### **Mental Health/Adult Protective Services Manager** **Upper Sioux Community Social Services**

**Position requires 40 hours per week with possible on call for crisis.**  
**Office hours are 8:00am to 5:00pm Monday through Friday.**  
**Salary is dependent on experience.**  
**Position reports to the Social Services Director.**  
**Native American Preference Applied.**  
**Closing Date for applications: Open Until Filled**

#### **Positions Requirements:**

- BA in Social Service/Human Services field preferred. A minimum of two years post-secondary education and/or equivalent of experience
- Prefer knowledge of the Indian Child Welfare and Native American Culture
- Knowledgeable about client Confidentiality and HIPAA
- Must have current driver's license, proof of insurance
- Be able to work a 40 hour week with on-call hours possible

#### **Position Responsibilities:**

- Develop a comprehensive understanding of the mental health needs of the Upper Sioux Community
- Network and provide referral services for USC members
- Provide case management and keep understandable notes current at all times.
- Provide culturally competent counseling for community members
- Participate in Child Protection Team meeting with Yellow Medicine, Chippewa, and other counties as needed
- Attend county networking meetings as assigned
- Assist USC members with scheduling of appointments and/or transportation to placements or appointments
- Report any adult/child abuse or neglect
- Understand and interpret program reports and budget justifications
- Complete all required Mental Health reports for the State of Minnesota and Indian Health Services in an appropriate time frame
- Other duties as assigned or needed

**Send Resume and Cover Letter to:**  
**Social Services Director**  
**Upper Sioux Community**  
**PO Box 147**  
**Granite Falls, MN 56241**