JOB ANNOUNCEMENT
Upper Sioux Community

Position: Mental Health Manager
Department: Social Services
Hours: Full time (Monday-Friday, 8am-4pm)
Salary: Based on Experience
Closing Date: Open Until Filled

EDUCATION, EXPERIENCE AND QUALIFICATION 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 possible on-call hours

SUPERVISION
Reports to Social Services Director

ESSENTIAL DUTIES and 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 always keep understandable notes current.
• Provide culturally competent counseling for community members
• Participate in Child Protection Team and Adult Protection meetings 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

Native American Preference Applied
If interested, send Resume and Cover Letter to:
Upper Sioux Community
Attn: Social Services Director
PO Box 147
Granite Falls, MN 56241

(320) 564-3853    PO Box 147 | 5722 Travers Lane | Granite Falls, MN 56241    Fax: (320) 564-4482
www.uppersiouxcommunity-nsn.gov