



## 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](http://www.uppersiouxcommunity-nsn.gov)