

**POSITION** Clinical Associate I, II, III  
**SALARY** I\*/DOE  
**DIVISION** Behavioral Services, Multiple Departments  
**CLOSE DATE** Open Until Filled

**NATURE OF WORK:**

Responsible for the delivery of culturally appropriate activities and case management for the assigned program. Clinical Associates are usually assigned to a specialty work area such as FAS, Domestic Violence, substance abuse, emotionally disturbed children or adolescents and chronically mentally ill adults. Responsible for education and referrals, supportive services, counseling, rehabilitative services, and other advocate services for at-risk patients.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

CLINICAL ASSOCIATE I Ability to understand and perform duties as described in position description. Knowledge of cultural and traditional values of Alaska Native and/or American Indian cultures as well as other ethnic groups. Knowledge of the development of treatment plans and discharge planning with skills in obtaining, coordination, and facilitating services by the Federal, State or local resources. Knowledge of and the ability to carry out case management procedures. Ability to complete assignments using computer programs such as Microsoft Word, Excel, and Outlook. Knowledge of appropriate health information for clients served. (For example: knowledge of maternal child health care issues, including the effects of maternal alcohol/substance use on prenatal and postnatal development when working at Dena A Coy Program.) Ability to communicate effectively both orally and in writing. Ability to work effectively in a team environment. Ability to listen, observe, and record a variety of behavioral observations/situations. Ability to deal constructively with both positive and negative interactions. CLINICAL ASSOCIATE II Ability to coordinate w/community resources representing the treatment team. Ability to conduct case staffing/case coordination with parent, etc. Ability to report to treatment team on client behaviors. Ability to maintain documentation in compliance with State/Federal rules & regulations. Knowledge of mental health treatment and alternative treatment models and demonstrated ability to use this knowledge to interact appropriately with the client. Ability to facilitate the therapeutic model and manage decision points. Ability to gain proficiency in case load management. Ability to serve as a group leader on offsite outings. CLINICAL ASSOCIATE III Ability to develop and conduct in service training for CA I & II and MHW/TSS. Ability to make independent decisions and problem solve on issues, intervention strategy, and direct crisis (non severe) interventions. Ability to work as a team leader and to facilitate team meetings. Ability to create systems, process and procedures. Ability to make recommendations on treatment plan modifications. Ability to train staff on use of therapeutic model, investigates new models under direction of clinician. Ability to effectively manage daily multiple program priorities. Successfully complete pre-supervisor training on policies, procedures and leadership to include HR, Finance, QA, Grants & grant compliance. Ability to maintain quality, safety and infection control standards.

**QUALIFICATIONS:**

SCF programs are established for the purpose of serving a primary population comprised of Alaska Natives who are affiliated with the Cook Inlet Region Inc. (CIRI), and Alaska Natives and American Indians within SCF's geographical service area. Employees should have a thorough understanding of the cultures and the needs of the CIRI members, and of the general culture and needs of Alaska Natives and American Indians. CLINICAL ASSOCIATE I Graduation from a four-year college or university with major course work in psychology, counseling, social sciences or related field or a combination of education and experience. (Example: Two years completed in an accredited college or university with supervised experience in substance abuse recovery, mental health services, or case management services for a minimum of 2 years OR 4 years supervised experience in substance abuse recovery, mental health services, or case management services). If the position requires providing skill building (activity) therapy with SED children or adolescents, the candidate

must have at least 6 months experience in working with this population. Possess any certifications or special requirements for position. (For example: FAS Clinical Associate must have a Current Alaska Commission for Chemical Dependency Professionals Certification – Level I or commensurate experience to be certified within one year). Valid Alaska driver's license and access to a vehicle for use on the job. Must be at least 21 years of age and have a clean driving record with a minimum of three (3) years of driving experience. CLINICAL ASSOCIATE II One (1) year of professional and supervised social service or related work experience. For Clinical Associate working in a substance abuse treatment setting, ACCDPC Level I with commensurate experience to be certified Level II within one year. For Clinical Associates working with SED children or adolescents, there must be at least 9 months of experience working with this population. CLINICAL ASSOCIATE III Three (3) years of professional social services or related work experience. For Clinical Associates working with SED children or adolescents, there must be at least two (2) years of experience with this population.

**INTERESTED APPLICATIONS:**

Please complete an online application by clicking the 'Apply' button at the top/bottom of this page. For more information contact Human Resources at [scfhr@southcentralfoundation.com](mailto:scfhr@southcentralfoundation.com), (907) 729-4977 or Toll free at 1-800-478-3343

**NATIVE PREFERENCE UNDER P.L. 93-638.**

*Preference will not be given unless certification is submitted to Human Resources (a copy is acceptable).*