

**TUNICA-BILOXI TRIBE OF LOUISIANA
MEMORANDUM**

Job Announcement

DATE: **October 23, 2024**
FROM: **Human Resources Department**
RE: **Social Worker**

The Human Resources Department is currently taking applications for a full-time Social Worker. The attached position announcement must be posted seven (7) full days. **Applicants wishing to apply** should visit the Tunica-Biloxi website at www.tunicabiloxi.org and click on ‘Government’ located on the top of the page, scroll down to Departments, then Human Resources. This position should be posted internally until, October 31, 2024 at 4.00 p.m.

Date and hour posted: _____ :_____.m.

Date and hour removed: _____ :_____.m.

Attachment: job ad



SOCIAL WORKER JOB DESCRIPTION

Job Title: Social Worker	Department: Health
Reports to: Health and Human Services Manager	Employment Status: Full-Time
Classification: Exempt	Salary Range: \$50,000 to \$75,000
Supervisory Status: non-supervisory	Revision Date: September 2024

Summary:

The Social Worker is a position that will coordinate professional treatment of therapy, counseling, and life betterment services to tribal citizens that have been affected by adverse health outcomes or other social determinants of health. The Social Worker will collaborate with the Tribe's Health and social service programs to provide therapeutic benefits and social supports, including, but not limited to wrap around services.

Essential Duties and Responsibilities:

- Coordinate crisis intervention to tribal citizens providing applicable referrals for individuals, groups or families sensitive to a multi-cultural community;
- Conduct initial assessments of client situation to determine needs and goals;
- Develop effective treatment plans that apply therapeutic principles appropriately while ensuring safety at all times for the patient.
- Majority of time is spent coordinating direct clinical services as needed.
- May assist in developing and executing clinically relevant activities in coordination with activity professionals.
- Under the supervision of a licensed clinician or social worker, provides advanced technical and clinical consultation on psychosocial diagnosis and treatment when specialized treatment is indicated to overcome major problems in social dysfunction, serious behavior disorders or cases in which patients may be in jeopardy of severe risk to self or others.
- Develops and implements complex individualized plans of service and social work treatment to address identified needs, problems, and behavioral/emotional reactions of patients and families.

Competencies:

- Highly organized with excellent interpersonal and communication skills, attention to detail, and time management
- Proactive and diligent in work flow and resolution of issues
- Strong coordination skills for grant activities with the team; ability to self-manage
- Knowledge of sound ethical management practices
- Commitment to keep and maintain confidentiality requirements
- Skillful in gathering and analysis of information, including ability to read and understand assessments and evaluations
- Ability to interact positively with clients and their families
- Culturally sensitive to Native American issues

- Knowledge of common chronic disease, mental health and infectious disease management and prevention techniques
- Excellent written and oral communications skills

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience:

- A Bachelor's degree or higher in social work from an accredited school of social work, required;
- At least five (5) years of professional level social work experience, required;
- Preference will be given to candidates with a master's degree in social work

Certificates and Licenses:

- A valid social work license of RSW or higher (including LMSW, LCSW, etc.)
- Must possess a valid State Driver's License
- Must successfully pass a criminal background check

Supervisory Responsibilities:

This is a non-supervisory position

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment is in an office setting with a noise level that is usually moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This work requires walking, sitting, standing; reaching, and bending. Must be able to lift up to 5-10 lbs.

This is not an exhaustive list of all duties and responsibilities associated with it. The Tunica Biloxi Tribe of Louisiana reserves the right to amend and change responsibilities to meet business and organizational needs.

**PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICAN INDIANS.
Proof of tribal citizenship is required to be deemed preference eligible.**

REQUIRED EMPLOYMENT APPLICATION PACKET MATERIAL:

- **Tribal employment application** that is complete and provides all information requested;
or
- **Cover letter** explaining your qualifications and experience relevant to the functions of this position; and
- **Personal resume** identifying your qualifications and experience relevant to the functions of this position.

NATIVE AMERICAN PREFERENCE

Qualified Native Americans will be given preference in employment as required by the Indian Self-Determination and Education Assistance Act (25 U.S. 450, ET. Seq) including other relevant laws. In accordance with Title VII of the 1984 Civil Rights Act, Sections 701(b) and 703(1), preference in filling all vacancies may be given to qualified American Indian candidates. In other than the proceeding situations, the Tunica-Biloxi Tribe is an Equal Opportunity Employer (EOE); Tribal and/or Indian preference applicable in accordance with Title XX of the Tribal Code of the Tunica-Biloxi Tribe of Louisiana.

SUBJECT TO TRIBAL DRUG FREE WORKPLACE TESTING POLICIES

To apply for this position, interested candidates must submit their completed application, or cover letter and resume to:

Tunica-Biloxi Tribe of Louisiana
Attn: Human Resources
150 Melacon Rd.
Marksville, La. 71351
or
HR@tunica.org