

Connecting care with a culture of comprehensive wellness

Job Description

Job Title: Behavioral Health Therapist
Department: Behavioral Health (BH)
Reports To: Behavioral Health Director
Supervisory Responsibilities: None
Employment Category: Regular, Full-Time
FLSA Status: Non-exempt
Salary Level: Based on skills/experience

Position Summary: A Behavioral Health Therapist develops therapeutic relationships with individuals, groups, and families to assess, diagnose, and treat mental illness and/or substance use disorders. As a BH Therapist you will work with children, youth, adults, elders, and their families to improve emotional and spiritual wellness. Individual and Group Outpatient services will be provided under general supervision of the (BH) Clinic Supervisor in a clinic, community, and/or home-based setting via Tele-Health services.

Required Duties and Responsibilities:

- Develop therapeutic relationships with individuals, groups, and families to assess, diagnose, and treat mental illness and/or substance use disorders using culturally and evidence based assessment, diagnostic, and treatment models.
- Provide culturally appropriate psychotherapy to youth and adult clients using evidence-based modalities
- Provide culturally appropriate substance abuse counseling and refer clients to rehabilitation centers, treatment programs, and or culturally based recovery support services.
- Conduct crisis intervention; including crisis phone contacts.
- Provide parenting education, coaching and training.
- Advocate on behalf of children and their families to help them meet their needs.
- Assist individual children, youth, adults, and elders in scheduling psychiatric or child development related evaluations as needed.
- Provide clinical support at community events in collaboration with other AIHFS programs.
- Help identify and eliminate barriers to services.
- Connect and coordinate services for families with other AIHFS programming, programming staff, and/or other professionals involved with the family.
- Develop and maintain collaborative relationships with people and organizations in the local and tribal communities.
- Participate in clinical supervision, team meetings, case consultations and trainings. Submit documentation for all supervision, meetings, consultations and trainings in a timely manner to BH Director/Clinical Supervision.
- Develop, maintain, review and complete clinical documentation in a timely manner consistent with policies and procedures of AIHFS.
- Learn and utilize IHS RPMS Electronic Health Records (EHR) package and suicide reporting forms.
- Prepare other records and reports as requested by Behavioral Health Director.
- Maintain consistent work schedule.
- Have an understanding of a professional code of ethics and abide by them in all business related matters.
- Achieve productivity goals.
- On a yearly basis, must provide evidence of 25 license specific Continuing Education Units (CEU) hours. These hours may be combined with Children's Mental Health Professional (CMHP) and Substance Abuse Treatment Practitioner (SATP) annual training requirements. Attend and participates in meetings and quality improvement activities as required.

- Serve as a member of committees as requested.
- Participate in evaluation of peers and support staff.
- Further the agency's mission through active support of the strategic goals.
- Perform other tasks as required and other duties as assigned.

Education/Experience: Master's degree in Social Work or Counseling from an accredited college or university. Must have three or more years' of experience developing therapeutic relationships with individuals, groups, and families to assess, diagnose, and treat mental illness and/or substance use disorders.

Required Qualifications:

- Current state licensure as a Social Worker LMSW or LLMSW, or Counselor LPC
- Michigan Certification Board of Addiction Professionals certification or written development plan preferred.
- Must provide current training certificate for Substance Abuse Treatment CEU's within the last 12 months.
- Must provide trainings and certifications for all current specialty trainings/treatment modalities you are skilled and trained in to deliver services.
- Thorough knowledge of social work principles, techniques and practices and their application to complex casework, group work, and community problems. Considerable knowledge of a wide range of behavior and psychosocial problems and their diagnosis and treatment using the DSM IV-TR and DSM V.
- Ability to demonstrate application of applicable treatment modalities and therapeutic techniques to address diagnosis.
- Must be self-directed and have the ability to carry out responsibilities with minimal supervision.
- Must demonstrate a positive work attitude and an ability to work as part of a team with other professionals.
- Must be able to maintain patient and agency confidentiality, handle crisis and tolerate stress professionally.
- Follow the ethical guidelines set forth by the National Association of Social Workers and AIHFS policies related to malpractice.
- Valid MI Chauffeur's license; other credential or licenses must be kept current and consistent with applicable regulations.
- Ability to maintain a flexible work schedule, including evenings, weekends and overnight or extended travel as necessary.
- Ability to promote an alcohol, tobacco and drug-free work environment
- Ability to apply common-sense understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to effectively present information in one-on-one and small group situations to customers, clients and other employees of the organization.
- Strong entrepreneurial orientation and capacity to think creatively and strategically about complex problems.
- Effective communication skills, including strong writing and presentation skills.
- Exemplifies excellent customer service with patients, visitors, and other employees; shows courtesy, friendliness, helpfulness, and respect.
- Consistently demonstrates respect for the capabilities, different cultures and/or personalities of internal and external customers.
- Relates well, and works collaboratively with all levels of staff in a professional manner.
- Consistently alters plans/routines when situation requires and continues to perform without projecting stress/frustration that would adversely affect the work environment.
- Takes the initiative to proactively assist others without direct supervision and to resolve problems with other departments and co-workers.

Preferred Requirements: Familiarity and/or experience working with the Native American community at a local level; respect for and knowledge of traditional, cultural and spiritual practices of a diverse Native American community, as well as an ability to work with other racially, culturally and ethnically diverse populations including Native American families of varying socioeconomic levels and with children, youth, or adults exposed to trauma including sexual or physical abuse. Training requirements include participation in the following AIHFS trainings: Cultural Sensitivity at AIHFS; Recipient Rights; HIPAA Compliance; and, Bloodborne Pathogens.

Work Environment/Physical Demands: The characteristics and demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; sit and use hands to finger, handle, or feel. The employee is often required to stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move up to 50 pounds. The employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

NATIVE AMERICAN/AMERICAN INDIAN PREFERENCE IN HIRING WILL BE APPLIED AS DEFINED IN THE INDIAN PREFERENCE ACT (TITLE 25, U.S. CODE SECTIONS 472 AND 473).

Acknowledgement of Receipt

I acknowledge that this job description is neither a contract of employment nor a legal document. I have received the job description, and I understand that it is my responsibility to read and comply with the duties contained in this description and any revisions made to it.

EMPLOYEE'S NAME (printed): _____

EMPLOYEE'S SIGNATURE: _____

DATE: _____

ENTERED INTO PERSONNEL FILE BY: _____

DATE: _____

Revised: November, 2025