

KEWEENAW BAY INDIAN COMMUNITY

2025 TRIBAL COUNCIL

ROBERT "R.D." CURTIS, JR., President
EVERETT EKDAHL, JR., Vice President
SAM LOONSFOOT, Secretary
ELIZABETH "LIZ" JULIO, Assistant Secretary
THEODORE "AUSTIN" AYRES, Treasurer

Keweenaw Bay Tribal Center
16429 Beartown Road
Baraga, Michigan 49908
Phone (906) 353-6623
Fax (906) 353-7540

DOREEN G. BLAKER
SUE ELLEN "SUZIE" ELMBLAD
DALE F. GOODREAU
JEREMY T. HEBERT
RODNEY LOONSFOOT
TONY LOONSFOOT
TONI J. MINTON

JAIL DIVERSION CASE MANAGER

One (1) Full-time, Grant funded Exempt position

ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT

- ☐ Completed Keweenaw Bay Indian Community application
- ☐ Current Resume'
- ☐ Cover Letter
- ☐ Copy of College Transcripts
- ☐ Copy of Michigan Driver's License
- ☐ Copy of Social Work Licensure
- ☐ Copy of MCBAP, CCS, or CADC Credentialing, if applicable
- ☐ Must provide a satisfactory Child Abuse/Neglect Central Registry clearance from the Family Independence Agency (DHHS)
- ☐ Minimum of three (3) Letters of Recommendation
- ☐ If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- ☐ If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community
Personnel Department
16429 Beartown Road
Baraga, MI 49908
906-353-6623, ext. 4140 & 4176
Fax: 906-353-8068
Email: personnel@kbic-nsn.gov

Keweenaw Bay Indian Community does not discriminate based on race, color, national origin, sex, religion, or age in employment. However, individuals of Indian Ancestry and Veterans will be given preference by law

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

"Home of the Midnight Two-Step Championship"

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POSITION ANNOUNCEMENT

POSITION:

JAIL DIVERSION CASE MANAGER

One (1) Full-time, grant funded Exempt position

LOCATION:

KBIC Health System
Baraga, Michigan 49908

SUPERVISORY CONTROL:

Health Administrator

SALARY:

Contracted

QUALIFICATIONS:

- Must possess a Master's degree in Social Work from an accredited college program and a full license.
- A Certified Clinical Supervisor (CCS) Credential, is preferred.
- Preference will be given to applicants with MCBAP (Michigan Certification Board for Addiction Professionals) or an MCBAP development plan.
- Must possess, or be willing to acquire, all professional development training required for billing third parties and maintaining licensing and accreditation for the Substance Abuse Programs.
- Must have a minimum of three (3) years of experience working with adults with severe mental illness and substance abuse disorders.
- Must have at least three (3) years of experience working with trauma-informed care and crisis intervention work.
- Must have at least one (1) year of supervisory experience working in the mental health field, preference is given to persons with experience supervising staff in the ACT/IDDT model and jail diversion modalities.
- Advanced oral and written communication skills.
- Must have the ability to relate to a diverse group of people.
- Must be computer literate.
- If the applicant is in recovery, must have at least two (2) continuous years of sobriety and currently practicing total abstinence.
- Must be able to obtain a satisfactory clearance under the Indian Child Protection and Family Violence Prevention Act Background Investigations Policy.
- Must be at least 21 years old, have a valid unrestricted Driver's License, and be insurable to operate KBIC fleet vehicles.
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment physical, and drug testing.

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INDIAN PREFERENCE:

Preference will be given to qualified individuals of American Indian descent.

VETERAN PREFERENCE:

Preference will also be given to Veterans who do not have bad behavior or dishonorable discharges (need DD214).

DUTIES AND RESPONSIBILITIES include the following:

1. Provide psychosocial evaluations based on clinical interviews, self-reported measures, and/or review of records for incarcerated individuals with an array of diagnostic presentations.
2. Completely review screening information and medical records from Correctional Health Services and identify individuals eligible for jail diversion.
3. Responsible for reviewing screening information and medical records from correctional facilities.
4. Document client progress to maintain a permanent record of client activity according to established methods and procedures.
5. Collaborate with consulting psychologists and counselors as needed to create a plan that is specialized for the client to ensure a successful transition from jail.
6. Take the lead role or participate in assessing and referring for mental health, substance use, and treatment services.
7. Coordinate and collaborate with all legal partners as needed, including, but not limited to prosecutors, defense attorneys, the KBIC court system, and an array of community-based alternative detention and alternative incarceration programs and services to help prevent incarceration of individuals with serious mental illness or substance abuse problems.
8. Provide ongoing assessment of clients' mental illness symptoms and clients' response to treatment. Make appropriate changes in treatment plans to ensure immediate and appropriate interventions are provided in response to changes in mental status or behavior that put clients at risk (e.g., suicidality).
9. Present clinical information and treatment plan recommendations to legal partners, as needed (judge, defense counsel, prosecutor, court staff, etc).
10. Participate in regular diversion support team meetings and clinical supervision weekly, as well as staff meetings and training, as required.
11. Enter and maintain appropriate up-to-date participant information, including all pre-plea screening, assessment information, and case information in case management systems.
12. Provide and complete referral and case management support.
13. Must follow and enforce the Federal Laws of Confidentiality (42 CFR Part 2), and maintain and follow the standards of the Health Insurance Portability and Accountability Act (HIPAA).
14. Advocate for people who have an intellectual /developmental disability, mental illness, or substance use disorder.
15. Build working relationships with law enforcement, service providers, policy-makers, advocacy groups, and the judicial system
16. Identify individuals who may be eligible for diversion such as those with substance abuse-related criminal records.
17. Help connect people with community-based services, such as treatment, housing, training, and preventative education.
18. Monitor for compliance ensuring that diverted individuals comply with the recommended treatment plan.

19. Provide a plan for balancing the needs of the diverted individual with public safety in mind.
20. Collect data to track trends and for evaluating the performance of the diversion program.
21. Provide jail diversion support and services, including individual and group therapy, and plan and coordinate services and support for inmates, their families, and significant others in pre- and post-booking arrests, including social determinant-related assistance to those exiting jail to help prevent reincarceration.
22. Monitor treatment compliance of diversion program participants.
23. Collect data on program effectiveness.
24. Other project duties as assigned by supervisor.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct, and control the work of the employee, nor to exclude other duties not mentioned that are of a similar kind.

Distribution Date: January 24, 2025

Closing Date: February 7, 2025 at 4:00pm or until filled

TERO Approval: <u>Debra h. Piccirilli</u> Reviewed for Barriers only! Date: <u>1/24/2025</u>
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