



Anav Tribal Health Clinic Quartz Valley Indian Reservation

9024 Sniktaw Lane
Fort Jones, CA 96032
Phone: (530) 468-4470
Fax: (530) 468-4478

Position Description

Position: **Youth Engagement Specialist** Classification: Part Time
Department: Behavioral Health Salary: DOE
Supervisor: Circles of Care Project Manager

Under the Circles of Care grant, this position will represent mental health needs for youth. The person hired will have adequate capabilities to help establish youth involvement and develop programs as well as promote and model positive youth leadership. Responsibilities will include developing programs for young people to facilitate their involvement in the planning and development of a system of care model.

Description of Duties and Responsibilities:

1. Develop and lead activities to represent the voice of youth with mental health needs.
2. Work with staff to plan and implement a System of Care model.
3. Develop programs for youth to facilitate their involvement in the planning and development of a System of Care model.
4. Promote and model positive youth leadership.
5. Coordinate/facilitate delivery of youth and family based mental health services, funded under Circles of Care grant.
6. Engage youth in the community and advocate their needs to be included in all aspects of the grant.
7. Provide information on the program to families, youth groups, leaders, spiritual advisors and others to gather input or the program design.
8. Collect surveys and other information to be used in the projects Strategic Plan, Circles of Care handbook, and Final Report.

Qualifications for Position:

1. High School diploma or equivalent or current High School student with passing grades.
2. Experience in Social/Human Services or related field preferred.
3. Knowledge of and/or strong interest in mental health services, community planning; knowledge of Tribal community, youth prevention or mental health service delivery.

Personal Qualities, Skills and Knowledge Required:

1. Ability to attend meetings and represent Anav both on and off site.
2. Must be willing to travel to conferences, meetings, and seminars as needed.
3. Effective and efficient leadership, organization, facilitation and time management skills.
4. Must be able to empathize, willingness to understand, and have knowledge of issues facing Native American communities; familiarity with Northern California Native American communities a plus.
5. Must be able to work directly with mental health clients with care and understanding.
6. Must be able to work with and model leadership qualities among youth population.
7. Basic computer skills including Microsoft Office components
8. Ability to successfully pass a pre-employment drug and alcohol screening test and criminal background check.

Indian Preference:

In accordance with CFR 25, Part 276 and in accordance with Title VII of the Civil Rights Act, Section 701(b) and 703(i), preference in filling all vacancies will be given to qualified American Indian candidates.

To apply submit application and resume to: QVIR Anav Tribal Health Clinic, 9024 Sniktaw Lane, Fort Jones, CA 96032. Fax: (530) 468-4478. Applications may be obtained at www.qvir.com or by calling Human Resources at (530) 468-5907.

Acknowledgement:

I acknowledge that I have read and understand the attached job description. My signature below certifies that I am able to perform the essential duties and responsibilities of this position. I have also discussed any accommodations that I feel that I might need to allow me to perform these functions. I agree to abide by all administrative, medical policies and protocols of the Health Clinic.

Signature

Date