



INDIAN HEALTH CENTER OF SANTA CLARA VALLEY INC.

Main Office
1333 Meridian Avenue
San Jose, CA 95125

Westwood Site
1685 Westwood Drive #4
San Jose, CA 95125

Wellness Center
602 East Santa Clara Street
San Jose, CA 95112

Central (408) 445-3400

www.indianhealthcenter.org

POSITION: Traditional Path to Wellness Personnel Service Coordinator (PSC)

REPORTS TO: Counseling Director

POSTING DATE: May 14, 2008

DEADLINE: Open until filled.

STATUS: The position is full-time, exempt.

SALARY RANGE: The Center offers a competitive salary and benefits package. Salary is based on experience.

POSITION SUMMARY: The Traditional Path to Wellness (TPW) Program Personnel Service Coordinator provides 24/7 wrap around case management approach to severely mentally ill (SMI) and serious emotionally disturbed (SED) adults and their families as part of a full-service treatment team.

Duties include working with eligible clients on evaluation, assessment, crisis intervention, plan development, case management, rehabilitation and after-care planning.

Additional responsibilities may include community education groups, and expanding outreach and engagement services.

BACKGROUND: The Indian Health Center is a nonprofit, community based organization that has been serving the American Indians, their families and other diverse cultural populations for more than twenty years. The Center offers Medicine, Dentistry, Community Health, substance abuse treatment, Counseling, a WIC program, a Medical Nutrition program, health education, outreach, and case management services.

WORKING CONDITIONS:

General office working conditions, must be able to walk up and down stairs, stoop, bend and lift as needed within the scope of job duties. May need to attend workshops and conferences with minimal travel. Normal working hours are from 8:00 am until 5:00 pm with one hour for lunch, however hours may vary according to schedule.

MINIMUM QUALIFICATIONS: Ability to:

- Possession of one of the following packages in the behavioral health field:
Associate degree with 6 years of clinical experience,
Baccalaureate degree with 4 years of clinical experience,
or a Master's degree with 2 years of clinical experience.
- Knowledge of theory and treatment practices of interpersonal and social problems; community mental health, alcohol and other drug abuse interventions, and community agency and resources that assist with the physical and emotional wellness.
- Understanding of mandated reporting laws.

- Expertise in the areas of mental health crisis intervention, mental health case management, treatment plan development, dual diagnosis, and psychotherapeutic legal/ethical issues, and California State Rehabilitation Mental Health Option services is helpful.
- Knowledge of and ability to work with the American Indian community, African American community and other minority populations.
- Excellent written and verbal skills.
- Valid California Drivers License, automobile insurance and a clean driving record.
- Ability to maintain strict confidentiality.

Preference is given to qualified American Indians in accordance with the American Indian/Alaskan Native Preference Act (Title 25, U.S. Code Section 472, 473 and 473a). In other than the above, the Indian Health Center of Santa Clara Valley is an equal opportunity employer.

TO APPLY: Send resume and cover letter to:

Wanda Alleman, Human Resource Manager
Indian Health Center of Santa Clara Valley
1333 Meridian Avenue, San Jose, CA 95125
Phone (408) 445-3400 ext. 250
Fax (408) 269-1952 Email: walleman@ihcscv.org