

# BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

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CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

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**Job Title:** AODA Counselor  
**Department:** Health and Wellness Center, AODA  
**Hourly Rate:** Negotiable  
**Full Time:** 40Hrs/Week  
**Exempt:** No/Hourly  
**Supervisor:** AODA Program Coordinator

**Posting Date:** *In-House*

**Opens:** *December 23, 2021*

**Closes:** *January 5, 2022, at 4:30 pm*

**Posting Date:** **Public**

**Opens:** **January 7, 2022**

**Closes:** **January 21, 2022, at 4:30 pm**

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**Summary:** The AODA Counselor will provide direct client services in Alcoholism and Other Drug Abuse (AODA).

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Provide individual counseling to help identify problems and explore solutions, set and develop goals and strategies, and motivate recovery in an outpatient setting(s).
- Outpatient settings include but are not limited to corrections/local jails, domestic abuse shelters, and youth programs/schools.
- Provide AODA assessments, outpatient counseling to individuals and groups, referrals when necessary, and facilitate support groups/family education for community members.
- Implement culturally relevant, evidence-based practices and relapse prevention.
- Monitor progress and evidenced-based intervention.
- Help develop support systems necessary to assist treatment goals and achieve and maintain recovery.
- Provide limited crisis intervention services.
- Collaborate with other staff and programs to ensure quality resources for community members.
- Maintain and implement policies and procedures in accordance with State standards and Bad River Tribal and Health and Wellness Center policies and procedures.
- Complete all paperwork and supporting documents as required, including discharge plan and release of information forms.
- Maintain confidential, accurate, concise, and timely records via electronic health records.
- Submit monthly reports to the Behavioral Health Director.
- Participate in required training, workshops, and meetings.

**Qualification Requirements:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

**Required:**

- Associate degree in behavioral health with Wisconsin CSAC or SAC credential.
- Two years of experience in AODA assessment and counseling of individuals and groups with substance use disorders.

- Knowledge of available AODA treatment and supportive services.
- Ability to plan, organize, and prioritize program objectives.
- Excellent verbal, non-verbal, and written communication skills.

**Preferred:**

- Bachelor's degree in behavioral health.
- Experience with medication-assisted treatment.
- Knowledge of Bad River Community.
- Experience working in Indian Country.

**Other Skills and Abilities:**

**Required:**

- This is a required driver position. Must have a valid driver's license and meet eligibility for tribal insurance.
- Must not have an unlawful history with alcohol and/or drug abuse for at least two years before application.
- Abstinence from alcohol/drug use is required upon employment and while employed in this position.
- Due to the requirement of abstinence, there may be random drug screening.
- Must be able to work cooperatively and effectively with co-workers and tribal, local, state, and federal programs.
- Must be able to work flexible hours including evenings, nights, weekends, and holidays.
- Open-minded to culturally sensitive treatment plans, which may include a healing component such as sweat lodge, pipe ceremony, talking circles, etc.

**Background Check:**

- This position is contingent on the required ability to pass a Bad River caregiver background check when working with children and/or the elderly.
- This is a required driver position, must possess a valid state driver's license, and adequate vehicle/liability insurance, and/or meet eligibility for Tribal insurance.

**Language Skills:**

- Strong computer skills.

**Physical Demands:** The physical demands described here are representative of those that must meet 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. Must be physically able to perform all job duties. Walking, standing, bending, stooping, and occasional lifting up to 50lbs and/or carrying for short distances.

**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. This position is subject to inside and outside work. The noise is normally moderate.

**Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690 and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.**

**Send Application and Resume To:**

**Bad River Tribe**

**Attn: Human Resources**

**P.O. Box 39**

**Odanah, WI 54861**

<http://www.badriver-nsn.gov/>

**Application material may also be emailed to:**

[HRmanager@badriver-nsn.gov](mailto:HRmanager@badriver-nsn.gov)

[HRassistant@Badriver-nsn.gov](mailto:HRassistant@Badriver-nsn.gov)