



Job Title: Behavioral Health Director
Department: Behavioral Health
Reports to: Health and Wellness CEO
FLSA Status: Exempt
Salary Grade: \$100,963.20 – \$151,444.80
Location: Coos Bay/Eugene

SUMMARY OF MAJOR FUNCTIONS

Under the direct supervision of the Health and Wellness CEO, The Behavioral Health Director at Ko-Kwel Wellness Centers provides leadership and oversight to the behavioral health department, working as part of a larger integrated care team. This essential role is responsible for developing and maintaining the clinical capacity, delivery, and integrity of high-quality behavioral health and substance use disorder services including the Opioid Treatment Program. The Behavioral Health Director will supervise the Behavioral Health teams in both Eugene and Coos Bay, ensuring care is provided in a trauma-informed, culturally sensitive, and evidence-based manner consistent with the mission and values of the Coquille Indian Tribe. This position is responsible for ensuring compliance of all program activities.

ESSENTIAL DUTIES and RESPONSIBILITIES

1. Supervise behavioral health staff, including therapists, counselors, and administrative personnel.
2. Responsible for the direct oversight of the clinical functions and services for the Behavioral Health Department including the Opioid Treatment Program and the Substance Use Disorder Program
3. Ensure integration of behavioral health services with primary care, pharmacy, dental, and other health care services.
4. Provide consultation and guidance to behavioral health staff in addressing crisis intervention, and emergencies to ensure adherence with mental health professional standards and policies.
5. Lead staff development initiatives, including training on trauma-informed care and other identified areas to ensure staff competency.
6. Oversee the development, implementation, and evaluation of behavioral health programs, ensuring compliance with applicable federal, state and tribal laws and regulations.
7. Lead initiatives to expand and enhance behavioral health services, including substance use disorder care.
8. Participate in Quality Improvement initiatives. Facilitate peer review and related activities to ensure quality of service. Collaborate with team members to ensure charting and documentation meets approved standards.
9. Collaborate with internal and external stakeholders to address community behavioral health needs, including working with Indian Tribes and community partners.
10. Participate in internal and external meetings, committees as need is identified.
11. Ensure that services provided are trauma-informed, culturally appropriate, and grounded in evidence-based practices.
12. Monitor quality of care and patient outcomes through data analysis and continuous improvement efforts.

13. Develop and ensure compliance with policies and procedures related to behavioral health service delivery.
14. Determine the level and types of services needed to address the behavioral and mental health needs within the community. Build programs and services to meet the identified needs.
15. Work collaboratively with the larger integrated healthcare team, including primary care providers, pharmacists, and dental professionals, to provide holistic care to patients.
16. Foster relationships with tribal partners and other community organizations to coordinate care and provide comprehensive services.
17. Ensure program services and polices function in accordance with accreditation standards, licensing boards, Indian Health Services guidelines, and other applicable federal, state, and tribal laws. Ensure written policies and procedures are prepared, regularly reviewed, updated and communicated with staff.
18. Develop and manage the behavioral health budget, ensuring efficient use of resources.
19. Oversee grants and funding opportunities related to behavioral health programs.
20. Ensure compliance with relevant regulatory requirements and accreditation standards.
21. Must maintain strict confidentiality and present a positive, professional demeanor at all times.
22. Work closely and collaboratively with the Medical Director and other team members to integrate mental health services into medical primary care system.
23. Work independently and collaboratively to meet the behavioral, mental health and A&D needs of the community.
24. Establish and facilitate recovery and support groups as necessary.
25. Maintain client records, program records and reporting in accordance with all applicable rules and regulations including but not limited to HIPAA and 42 CFR Part 2.
26. Attend necessary training and education to maintain licensure and certification.
27. Other duties as assigned.

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all work requirements that may be inherent in the job. This position may involve transporting Native Americans and Non-Native patients and clients in Tribal vehicles, employee-owned vehicles and rental vehicles to and from a variety of KWC Eugene functions and activities.

PHYSICAL REQUIREMENTS

Requires the ability to communicate orally, repetitive movement of the wrists, hands and/or fingers, often requires walking, standing, sitting, raising or lowering objects, climbing or balancing, stooping, kneeling, crouching, or crawling, and occasionally requires lifting up to 25 pounds. Work is generally performed in a medical clinic or office setting. Will be required to travel by automobile, commercial or private carrier. Local travel is frequently required, statewide and national travel is occasionally required. The individual must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Individuals must possess the following knowledge, skills and abilities or be able to explain and demonstrate that they can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

1. Excellent oral and written communication skills with strengths in team building, and cooperative problem solving. The ability to consistently convey a pleasant and helpful attitude by using

excellent interpersonal and communication skills to control sometimes stressful and emotional situations.

2. Ability to foster an inclusive workplace where diversity and individual differences are valued and leveraged to achieve the vision and mission of the Coquille Indian Tribe.
3. Ability to develop the skills of others to perform and contribute to the organization by providing ongoing feedback and by providing opportunities to learn through formal and informal methods.
4. Knowledge of regulations on the confidentiality of medical records (HIPAA and 42 CFR Part 2).
5. Comprehensive understanding and ability to provide trauma-informed care, Cognitive Behavioral Therapy (CBT), and Dialectical Behavioral Therapy (DBT).
6. In-depth knowledge of mental health and substance use disorder treatment methodologies.
7. Familiarity with tribal health systems and the unique health challenges faced by Native American communities preferred.
8. Knowledge of opioid treatment programs, substance use disorders, and integrated care models.
9. Leadership and team management skills, with the ability to inspire and guide a multidisciplinary team.
10. Strong organizational skills and the ability to manage multiple projects and programs simultaneously.
11. Analytical skills to evaluate program effectiveness, patient outcomes, and quality of care metrics.
12. Proficient in using health information systems and electronic medical records (EMR).
13. Ability to create and foster a trauma-informed and culturally sensitive care environment.
14. Strong problem-solving and decision-making abilities, with a focus on patient-centered care.
15. Ability to collaborate with external partners, including Indian Tribes, local health agencies, and community organizations.
16. Flexibility to adapt to changing regulations, community needs, and healthcare landscapes.
17. Be computer literate. Exhibit a level of computer literacy sufficient to use software such as word processing, spreadsheets, and databases to produce correspondence, documents, and reports.
18. Ability to maintain professionalism, confidentiality, and objectivity under pressure and crisis situations. A breach of confidentiality or fraud is grounds for immediate dismissal.

QUALIFICATIONS

- A. Master's degree in Psychology, Social Work, Counseling, or a related human services field with five years of successful post graduate experience relevant to this position. Doctorate preferred.
- B. Professional Oregon mental health licensure required such as LPC or LCSW.
- C. Five years of progressively responsible leadership roles in behavioral health required.
- D. Experience with Trauma Treatment Modalities such as EMDR, Neurofeedback, CBT, DBT, etc.
- E. Advanced computer skills and experience with EHR.
- F. Comprehensive knowledge of integrating behavioral health services with other clinical services.
- G. Experience working with co-occurring disorder clients (SUD knowledge and experience)
- H. Experience working with Native American communities or Indian Tribes is strongly preferred.