

## JOB OPENING ANNOUNCEMENT

**Job Title:** Social Worker

**Reports To:** Director of Social Services

**Department:** Social Services

**Job Vacancy:** YAN-23-064

**Status:** Full Time/Exempt

**Starting Wage:** DOE

**Opening Date:** 7/31/2023

**Closing Date:** 8/11/2023

### **POSITION DESCRIPTION:**

The Social Worker is responsible for the delivery of a variety of social services to Tribal members and their families.

### **QUALIFICATIONS:**

- Bachelor's Degree in Social Work from an accredited University required, MSW preferred.
- Minimum one (1) year professional social work experience, preferably experience with Native American clientele.
- Ability to interpret and implement Federal and Tribal Laws, Rules and Regulations.
- Must be able to read, write and speak the English language, bi-lingual preferred.
- Ability to communicate effectively, both orally and in writing.
- Evidence of continuing education to maintain any required Certification/License and update knowledge and skills.
- **Must have a valid Arizona Driver's License, be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.**

### **DUTIES AND RESPONSIBILITIES:**

- Provide social services to Tribal members and their families in accordance with the requirements set forth in BIA 25 CFR Part 20, and policy provided in 66 BIA Manual and with the policies of the Yavapai-Apache Nation.
- Administer and deliver services to include case plans, intake interviews and assessments, Foster Care, Residential Treatment, Child Protective Services (CPS) and General Assistance.
- Prepare required documentation and reports.
- Attend Court hearings as required.
- Utilize and make referrals to community resource programs.
- Provide crisis intervention emergency foster care services after hours and weekends on a rotating basis.
- Maintain a positive working relationship with Tribal members and Tribal employees.
- Maintains professional education and interaction at conferences and meetings to keep abreast of social work practice and ethical standards
- Must maintain complete confidentiality of all information relating to the individual's social services issues, except as required by law.

- Performs other duties as assigned.

**How to apply: Please submit your resume and application to:  
Yavapai-Apache Nation / Human Resources  
2400 W. Datsi / Camp Verde, AZ 86322  
P: 928-567-1062 / Fax: 928-567-1064  
[www.yavapai-apache.org](http://www.yavapai-apache.org)**

**INDIAN PREFERENCE:**

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND  
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE  
FINGERPRINTING**

