

**PUEBLO OF LAGUNA
JOB ANNOUNCEMENT NO. 2022-48**

OPEN TO IN-HOUSE and EXTERNAL APPLICANTS

POSITION:	School Behavior Interventionist
OPENING DATE:	May 10, 2022
CLOSING DATE:	Open Until Filled
DEPARTMENT:	Community Health & Wellness / Behavioral Health
SALARY RANGE:	NE-11; \$34,258 - \$51,397

Position Summary:

Under direct supervision of the BHS Manager, the School Behavior Interventionist assists with the development and implementation of programs, activities, and services with the primary objective of reducing truancy, juvenile court referrals, and substance abuse re-offending rates while strengthening resiliency. Consistently applies the Pueblo's Core Values in support of Workforce Excellence. Maintains confidentiality of all privileged information.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

Essential Duties & Responsibilities:

- Implements provisions of the Memorandum of Understanding (MOU) developed with Grants-Cibola County Schools, Laguna Department of Education, other relevant schools, and the Pueblo to ensure communication, coordination, and cooperation in addressing commonly identified juvenile delinquency issues with emphasis on truancy.
- Identifies student and family behaviors which may be contributing to delinquent behavior and truancy; assesses strengths and needs.
- Develops treatment plans to address identified issues, including but not limited to substance abuse, bullying, exposure to violence. Determines appropriate referrals to service providers
- Maintains regular communication with schools, parents, students, and other programs with the common goal of attaining objectives.
- Using behavioral health techniques, provides counseling and intervention services to students identified as needing such services
- Coordinates, implements, and monitors educational services for truant or at-risk children
- Conducts truancy hearings with the Juvenile Probation officers and truancy team; enforces tribal truancy laws.
- Implements and monitors summer learning activities in compliance with grant requirements.
- Collaborates with the Prevention team to coordinate intervention programs (involving community, child, parents) addressing industry identified issues contributing to delinquency and/or truancy.
- Develops daily activities at the Youth Cafe
- Develops required narrative and statistical reports; submits timely to meet grant and internal requirements.
- Communicates regularly with identified stakeholders to establish cooperative and innovative approaches or revise current strategies.
- Ensures the confidentiality of client information in accordance with HIPPA regulations and other relevant patient privacy protection laws.
- Maintains professional and technical knowledge by attending relevant training and workshops and establishing networks with like programs.
- Contributes to a team effort toward accomplishing tasks and achieving results.
- Performs other duties as assigned.

Minimum Qualifications:

Bachelor's degree in Psychology, Social Work, Counseling, or Criminal Justice required. Three (3) years of work experience in prevention, law enforcement, truancy officer, or other directly related field required. A combination of relevant education and directly related work experience may be considered.

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Background Investigation Requirements:

The Pueblo of Laguna has a Suitability Policy for background investigation processes. Every position in the government operation is reviewed and designated at one of three risk levels. The determination is commensurate with public trust responsibilities and attributes of the position which includes job duties. The School Behavior Interventionist is designated as a High-Risk Public Trust (HRPT) position.

Type of Background Check	Required
Pre-Employment Drug Screening	X
Background Investigation (Criminal Check, Sex Offender Check, Social Security Trace, Driving Record, Civil Court Check – if applicable, Tribal Criminal Check – if applicable)	X
Employment Verification, Education / License Verification, Personal Reference Verification	X
Fingerprint Verification	X
Must Be Able to Drive a Pueblo Issued Vehicle	X
Other	

Knowledge, Abilities, Skills, and Certifications:

- Knowledge of education and educational systems within the scope of the grant.
- Knowledge of delinquency problem identification and referral process.
- Knowledge of alcohol, tobacco, and other drug abuse and evidenced-based prevention strategies.
- Knowledge of substance abuse prevention terminology and concepts.
- Knowledge of intervention concepts and procedures; skill in applying knowledge to individual situations.
- Knowledge of current tribal laws and guidelines regarding school attendance and truancy.
- Ability to understand Laguna-specific policy issues regarding education and juvenile justice issues including the Pueblo's Children's Code.
- Ability to work with groups and individuals of various ages and backgrounds.
- Ability to demonstrate excellent oral and written communication skills.
- Skill and ability to interpret truancy laws and apply to specific situations.
- Skill and ability to develop and present effective group and individual educational programs/activities.
- Skill in curriculum interpretation and presentation to specific/target audience(s).
- Ability to prioritize and accomplish tasks within strict guidelines.
- Ability to maintain confidentiality, to demonstrate high moral character, self-responsibility, and accountability.
- Ability to maintain good working relationships with individuals of varying social and cultural backgrounds; to maintain professional relationships with co-workers.
- Ability to work independently and meet strict timelines.
- Skill in use of Word, Excel, Access, Outlook, PowerPoint and software unique to program.

Application Instructions:

- Go to www.lagunapueblo-nsn.gov and click on Employment Opportunities for application instructions and application form. **Read instructions prior to completing application form; incomplete applications will not be considered.** Resumes are encouraged but not in lieu of a complete application form.
- All hand delivered documents must be received by the Human Resources Office no later than 4:30 pm (MDT) on the closing date. All electronically mailed documents must be received by the Human Resources Office no later than 11:59pm (MDT) on the closing date.
- Application packets may be submitted by one of the following methods:
 1. E-mail to polemployment@pol-nsn.gov;
 2. Mail to Pueblo of Laguna Human Resources; P.O. Box 194; Laguna, NM 87026
 3. Deliver to the Human Resources Office, 22 Capital Road; Laguna, NM
 4. Fax to (505) 552-9675
- For more information, contact Clarice Chavez, at (505) 552-5785 or by e-mail at the above address.

LAGUNA TRIBAL MEMBER PREFERENCE APPLIES