



## Position Announcement

The following job opportunity is available with the Inter Tribal Council of Arizona, Inc. located at 2214 North Central Avenue, Phoenix, AZ 85004

Open as of: July 21, 2021

Closing Date: Open Until Filled

## **MENTAL HEALTH FIRST AID SPECIALIST**

**Annual Salary: \$42-\$45K (DOE)**

**Benefits: Medical, Dental, Basic Life & 401(k)**

Under the direction of the Assistant Director, the Mental Health First Aid Specialist will be primarily responsible to implement the Mental Health First Aid Program, an evidenced-based public education program from the National Council for Behavioral Health, across Tribal communities across Arizona. The Mental Health First Aid Specialist will work with youth-serving organizations to provide training to identify, understand and respond to signs of mental illness and substance use disorders in youth with the goal of reducing adolescent suicides and non-fatal suicides. Attention to detail is required. Timely and regular attendance to work and work-related events is an essential function of this position.

**Duties and Responsibilities:** This list is not all inclusive of the duties and responsibilities and/or skills, knowledge, and abilities of this position.

- Obtain appropriate training and certification in the Mental Health First Aid public education program
- Retain certification throughout entirety of employment through continued training and facilitation
- Ensure the fidelity of the Mental Health First Aid program as it is delivered across Tribal communities in Arizona
- Schedule and coordinate at a minimum of twelve (12) trainings in Tribal communities statewide with youth-serving organizations
- Provide appropriate technical assistance, as needed, to ensure the program is implemented in Tribal communities
- Provide appropriate and maintain proper documentation to support monthly reporting requirements

### **Knowledge/Skills and Abilities**

- Must have excellent organizational and communication skills, both written and verbal
- Must have strong customer service skills with abilities to communicate across a wide range of audiences including industry, tribal governments, and federal/state agencies
- Must have knowledge about Tribes, working with tribal governments, and Federal and State agency processes
- Advanced computer skills in Microsoft Word, Excel, PowerPoint etc.
- Able to maintain confidentiality

### **Education Requirements and Experience:**

BA/BS degree in a mental-health or public health related field, plus 1 year experience or a general high school diploma plus 5 years experience in a related field or a combination of education and experience that is equivalent. Requires a valid Arizona driver's license, and submit to a background check.

Relocation expenses not available.

To obtain an application, visit our website: [www.itcaonline.com](http://www.itcaonline.com)

**Inter Tribal Council of Arizona, Inc. is An Equal Opportunity Employer and A Drug-Free Workplace**

Ak-Chin Indian  
Community

Cocopah  
Indian Tribe

Colorado River  
Indian Tribes

Fort McDowell  
Yavapai Nation

Fort Mojave  
Indian Tribe

Gila River Indian  
Community

Havasupai Tribe

Hopi Tribe

Hualapai Tribe

Kaibab Band of  
Paiute Indians

Pascua Yaqui Tribe

Pueblo of Zuni

Quechan Tribe

Salt River Pima-  
Maricopa Indian  
Community

San Carlos  
Apache Tribe

San Juan Southern  
Paiute Tribe

Tohono O'odham  
Nation

Tonto Apache Tribe

White Mountain  
Apache Tribe

Yavapai-Apache  
Nation

Yavapai-Prescott  
Indian Tribe