



# Native American Rehabilitation Association

Over 250 employees providing culturally responsive services in nine locations  
1776 S. W. Madison Street, Portland, OR | 503-224-1044

## NARA's Hiring: Milieu Counselor at YRTC

The Native American Rehabilitation Association (NARA) has an urgent need for a Milieu Counselor. You would be responsible for providing skill-building, activity therapy, group therapy and attending to other day-to-day needs and safety of the youth at NARA's Youth Residential Treatment Center in Gresham. This includes completing all relevant documentation, making appropriate referrals, and following individualized plans that are developed for each youth.

To apply, send cover letter, resume, salary requirements, and how you learned about this job opening to Julie at [jobs@naranorthwest.org](mailto:jobs@naranorthwest.org) or fax 503-224-4494.

See full job description (below) plus information on sobriety requirement, NARA's mission, equal-opportunity employment, background on NARA, and links to local Native community.

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### Essential Duties

- Provide support and intervention to youth, as needed.
- Maintain safe and caring environment for youth.
- Provide skill-building to youth in treatment as indicated by youth's individualized plan.
- Complete all required documentation including incident reports and milieu log.
- Facilitate medication-pass to youth as indicated; maintain medication-administration records (MAR) and properly document distribution of all prescribed, over-the-counter, and as needed medications.
- Maintain communication with multi-disciplinary treatment-team staff regarding strengths, needs, and concerns. Maintain daily communication-log and attend staff meetings, as needed.
- Follow 42-CFR (Code of Federal Regulations) Part 2, Health Insurance Portability and Accountability Act (HIPAA), Oregon Administrative Rules (OAR), and all other guidelines for privacy and confidentiality for youth receiving treatment-services.
- Observe and supervise chores being completed by youth. Maintain facility in clean, orderly fashion while on duty. Report any safety or maintenance needs immediately.
- Complete regular safety checks for youth – in dorm, on grounds, in community.

- Follow all policies and procedures for admissions, discharges, and visitation.
- Attend all trainings, meetings, and supervision, as assigned and scheduled.
- Perform other duties as assigned to fulfill NARA's mission.

### Qualifications

- Bachelor's degree and/or Certified Alcohol/Drug Counselor (CADC) I, preferred
- QMHA certified or QMHA eligible. According to OAR 309-032-1505 (104), a "Qualified Mental Health Associate (QMHA)" means: (a) having a Bachelor's degree in a behavioral sciences field, (b) A combination of at least three years relevant work, education, training or experience."
- Experience in substance-use/abuse treatment with youth, a plus
- Understanding of 12-step philosophy and youth-treatment modalities
- Ability to engage in physical activity; must be able to stand/walk/move for 6- to 8-hour shifts and participate with youth in recreational/sports activities
- Reliable transportation to/from work; current driver's license with good driving record
- Ability to drive passenger vehicle that may include 15-passenger van

- Excellent oral, non-verbal, and written communication-skills
- Experience: (1) sobriety: minimum of two years sobriety/clean time if in recovery from chemical dependency, (2) work within Native American/Alaska Native community, a plus
- Abilities: (1) maintain professional boundaries with clients, community, and staff members, (2) work collaboratively with clients, NARA staff, team members and treat everyone with respect and dignity at all times, (3) pass pre-employment criminal background investigation, (4) pass check by Oregon Division of Driver and Motor Vehicles and (5) pass pre-employment or for-cause drug tests

**Sobriety:** NARA requires sobriety of all its employees with minimum of two years sobriety/clean time for those in recovery. All potential hires are required to pass a pre-employment (post-offer) drug-screen and criminal-background check. Our agency is fully committed to supporting sobriety and – as such – all new hires must agree to model (1) non-drinking behavior, (2) no illicit-drug use and (3) no prescription-drug abuse.

**Mission:** NARA provides culturally appropriate education, physical- and mental- health services and treatment for substance use disorders to American Indians, Alaska Natives and others in need. Serving the Portland metropolitan area and vicinity, NARA operates a residential family-treatment center, an outpatient treatment center, a child and family services center, a primarily healthcare clinic, several adult and mental health locations, a wellness center, and transitional housing for Native women and children. With over 250 diverse employees, NARA is an Indian-owned, Indian-operated, non-profit organization and a Treatment Center certified by White Bison.

**Compensation:** NARA offers employees a generous benefits-package that includes: (A) insurance: medical, dental, vision, prescription, life, accidental death and dismemberment, short- and long-term disability, (B) separate vacation and sick-day accruals increasing with years of service, (C) 12 holidays including your birthday, (D) flexible spending account, (E) employer-matched 401(k) program, and (F) employee assistance program. Benefits are pro-rated for employees who work an average of 20 or more hours per week.

**Equal Opportunity:** Equal-Opportunity and Affirmative-Action Employer | Veterans/People with Disabilities/ Race/ Ethnicity/ Gender/ Age/ any protected class: Within scope of Indian Preference, all candidates receive equal consideration. Preference in hiring is given to qualified Native Americans in accordance with Indian Preference (Title 25, US CODE, Sections 472 & 473).

**Background:** Since NARA’s beginning in 1970, traditional Indian cultures have been an integral part of NARA’s services. This commitment has attracted individuals from over 255 tribes to NARA’s facilities! NARA’s Cultural Director trains and consults staff on cultural competence and provides cultural programing for all clients. NARA also integrates several White Bison curricula including The Medicine Wheel and 12 Steps, Mending Broken Hearts and Understanding the Purpose of Life.

### Portland's Native-American Community

- Travel Portland | Native American Portland | <https://www.travelportland.com/collection/native-american-portland/>
- Metro | “The Roots of Portland’s Native American Community” | <https://www.oregonmetro.gov/news/roots-portlands-native-american-community>
- "The Native American Community in Multnomah County" [where Portland is located] | <https://www.portlandoregon.gov/oni/article/505489>
- Multnomah County Library | “Oregon Native American Tribes” | <https://multcolib.org/blog/20160819/oregon-native-americanindian-tribes>
- Portland Indian Leaders Roundtable [See Facebook page for current events.] | <http://www.portlandindianleadersroundtable.org/contributing-organizations.php>
- Portland Public Schools | Indian [and Native Hawaiian] Education Program | <https://www.pps.net/indian-education>

### Portland

- City of Portland | [www.portlandoregon.gov](http://www.portlandoregon.gov)
- Travel Portland | [www.travelportland.com](http://www.travelportland.com)
- Greater Portland | [www.greaterportlandinc.com](http://www.greaterportlandinc.com)