



KIOWA TRIBE JOB OPPORTUNITY

The Kiowa Tribe, Carnegie, Oklahoma, is hiring immediately, complete a Kiowa Tribe Employment Application, available on-line at: kiowatribe.org/careers

Job Opportunity: KTJA-23-043	Opens: 04/25/2023 Closes: 05/12/2023
Position Title: Recovery Support Specialist	
Salary Rate: \$15.00 to \$20.00/Non-Exempt	Duty Location: Anadarko, OK

JOB SUMMARY

The Recovery Support Specialist (RSS) performs rehabilitation and support functions and assists in treatment. The RSS performs direction and coordination support activities that promote good physical health; provides peer support services; serves as a client advocate provides information and peer support for clients in emergency, outpatient, or inpatient settings. The RSS performs a wide range of tasks to assist clients in regaining control of their lives and recovery processes.

Goal: The RSS provides substance abuse services, education, support, and consultation to families. Activities may include crisis intervention under the clinical supervision of staff with professional degrees, client advocacy, prevention and education.

Reports To: KDAP | TOR Director

HOW TO QUALIFY FOR THE JOB

Educational Requirements: High School Diploma or General Education Development (GED).

Experience Requirements: Demonstrated recovery from a mental health diagnosis, substance use disorder or both.

- Facilitates activities in nutrition, exercises, managing physical health concerns.
- Provides support regarding the effects that medication may have on physical health.
- Assists clients in developing individual physical wellness plans and implementation assistance and support.
- Teaches and mentors the value of every individual's recovery experience.
- Supports clients in using a Wellness Recovery Action Plan (WRAP).
- Assists in creating a Safety Plan and Psychiatric Advanced Directive, as needed.
- Models effective coping techniques and self-help strategies.
- Maintains effective working relationships and strategic alliances with consumers, other staff, the community and other non-profit organizations.

EMPLOYEE BENEFITS AVAILABLE

Leave Benefits, (14) Paid Holidays Medical / Dental / Vision

\$25,000 Basic Life and \$25,000 AD&D insurance coverage at no cost to employee

401K with 3% employer contribution, when you enroll

WHAT ARE THE JOB REQUIREMENTS?

- Must possess a valid Oklahoma State Driver's license and be insurable under the Kiowa Tribe's Driving Policy.
- Submit to and pass a pre-employment background check and pre-employment drug test.
- Intermediate to advanced computer skills (Word, Excel, Power Point, etc.)

HOW TO APPLY: Submit a Kiowa Tribe application + Copy of valid Oklahoma Drivers' license + Copy of Indian Preference form BIA-4432.

SUBMIT TO: HR@kiowatribe.org or

DROP OFF AT: 100 W. Kiowa Way, Carnegie, OK 73015 Phone: 580-654-6465

Kiowa Tribe does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. Kiowa Tribe is subject to applicable Indian Preference guidelines and reserves the right to apply and utilize Indian Preference in its hiring and employment activities.