



**BLACKFEET TRIBAL HEALTH SYSTEM**  
**SUKAPI LODGE**  
**Blackfeet Tribe**  
**PO Box 866 – 640 All Chief's Rd**  
**Browning, MT 59417**

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**Title:** Case Manager

**Department:** Sukapi Lodge

**Job Description:** The Peer Support Specialist will work with clients to provide an understanding, compassionate presence as clients work through their own recovery journey. Peer Support Specialists can share their own story of recovery and help clients process difficult emotional, spiritual, and medical situations in order to succeed in recovery.

**Qualifications:**

- Bachelor's degree in social work, psychology or related field.
- At least Two (2) years of experience and/or education in working with youth in a social work capacity or a related field.
- Must possess a valid Montana Driver's license.
- First aid/CPR certification required or ability to obtain and maintain certification
- At least 2 years of full-time social work or casework experience in Behavioral Health, Family services or in the field of family and child welfare.
- All applicants must be able to pass a successful background check and fingerprints.

**Job Responsibilities**

- Maintain a safe, secure atmosphere conducive to the youth's positive growth and change. Perform other duties as assigned.
- Must have training in de-escalation, and conflict resolution or the ability to become trained in the curriculum.
- Must have training in trauma informed or ability to become trained in the curriculum
- Maintain a safe, secure atmosphere conducive to the youth's positive growth and change
- Assists in the planning and promoting of the Mental Health Center and all stakeholders
- Attends meetings, workshops to enrich personal knowledge, growth, and management skills
- Maintains and ensures all client's confidentiality at all times
- Works at maintaining a good rapport and a cooperating working relationship with staff
- Represents the organization in a positive and professional manner
- Complies with all organizational policies regarding ethical business practices
- Communicates the mission, ethics, and goals of the office
- Reports to work on time and as scheduled completes work in the designated time
- The ability to be trained in crisis intervention services and procedures in the event of a crisis.

**Skills and knowledge**

Familiarity with Blackfeet traditions, culture, and community. Abilities to handle confidential information. Ability to work from broad direction with limited supervision. Ability to organize activities in order to complete tasks in accordance with priorities, address multiple demands, or meet deadlines.

Reviewed with supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluation under this position description due:  
90-day probationary review \_\_\_\_\_ Annual review \_\_\_\_\_

Employee signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

Supervisor signature: \_\_\_\_\_ Date: \_\_\_\_\_