



White Earth Reservation Tribal Council

P.O. Box 418

White Earth, Minnesota 56591

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CHAIRMAN

Terrance "Terry" Tibbetts

SECRETARY-TREASURER

Tara Mason

DISTRICT I

Steven "Punky" Clark

DISTRICT II

Kathy Goodwin

DISTRICT III

Eugene "Umsy" Tibbetts

White Earth Reservation Tribal Council Job Announcement

Position: Acute Care Counselor Aide (Men's In-Patient Facility)

Open: 05-15-17

Location: Mahnomon, MN

Close: 05-26-17

Pay: \$14.33/hr

Benefits: Full

Status: Full time

The White Earth Reservation Tribal Council is currently seeking qualified applicants who is responsible to assist program staff in providing supervision and structure, positive interaction and support, and other essential residential functions including food service, maintenance, admissions, reception and cultural activities for clients with substance use disorder.

- Provides direct supervision and care of clients to ensure safety, well-being, positive treatment outcomes and personal growth.
- Ensures open written and verbal communication and documentation to ensure consistency.
- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Acute Care Men's Inpatient Center.
- Knowledge of the demographics, culture, customs and geography of the Native American Ojibwe culture.
- Ability to work cooperatively within a group to make the work of the group successful and effective.
- Ability to instruct and work with clients in the following areas: arts & crafts, sports, games, camping, therapeutic groups, self care and independent living, social skills and hobbies and education. Mentor clients in educational, cultural, social and physical activities.
- Document information, occurrences/incidents, treatment progress on a daily basis.
- Knowledge of client chemical dependency treatment.
- Ability to consistently work shifts which include days, evening, overnights, and weekends.

Qualifications:

- **High School diploma or GED and one (1) year related experience/education.**
- **Experience in a residential setting or substance use treatment setting preferred.**
- **Must be free of chemical use problems for at least two years immediately preceding their hiring and must sign a statement attesting to that fact and freedom from chemical use problems must be maintained during employment.**
- **First aid/CPR certified or able to obtain upon hire.**
- **Must be over age 18, responsible, mature, healthy adult who is able to carry out the Acute Care Men's Inpatient duties as assigned.**
- **Valid Driver's License and insurance for travel between sites and other related business.**
- **Must be able to pass a criminal background check.**
- **Must pass a drug screen at hire and throughout employment according to White Earth HR policy.**

Mail Applications to:

White Earth Tribal Council
Attention: Personnel
P.O. Box 418
White Earth, MN 56591

Download Applications at:

www.whiteearth.com

EEO with Native Preference

*A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment
Background Checks performed*