



White Earth Reservation Tribal Council

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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: Sexual Assault Advocate
Location: White Earth
Pay: \$17.31

Open: 05-15-17
Close: 05-26-17
Status: Full time
Benefits: Full

The White Earth Reservation Tribal Council is currently seeking a qualified candidate to provide direct services and assistance to individuals who have been a victim of sexual violence.

- Provides direct services to victims of sexual violence to assure victim safety.
- Provide prevention education on sexual violence issues to create community awareness.
- Establish and maintain quality working relationships with other service providers to assure service delivery.
- Create and maintain program information to ensure compliance with DOVE reporting requirements.
- Communicates directly with DOVE Program Manager to ensure program and organization is represented in a professional manner.

Knowledge, Skills and Abilities Required:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Human Service Division and the White Earth Tribal Council.
- Knowledge of the White Earth Reservation demographics, culture, history and lifestyles.
- Knowledge of and experience with crisis intervention and sexual assault advocacy, programs and services.
- Ability to work cooperatively within Human Services, White Earth RTC, and local committees and/or boards to make the work of the group successful and effective.
- Ability to write statistical and narrative reports in a timely manner.
- Skilled in the operation of a personal computer, including related software such as Microsoft Office (Word, Excel, PowerPoint, Outlook).
- Skilled in Tribal member's service delivery and the ability to interact with internal and external Tribal entities with tact and diplomacy.

Qualifications Required:

- High School Diploma or GED **and** two (2) years of experience providing services to victims of violence OR two (2) years personal experience of victimization.
- 40 Hours Sexual Assault Advocacy Training certification (must obtain within 6 months of hire)
- Valid MN Driver's License and insurance for travel between sites and other business related destinations.
- Must pass a criminal background check and drug screening.

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

Download Applications at: www.whiteearth.com