



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: Child Care Worker MOMs

Location: Naytahwaush

Pay: \$14.33/ hr.

Benefits: Full

Open: 11-13-17

Close: 11-17-17

Status: Full Time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant who will be responsible for providing care to the children of the MOMS Clients while they are attending outpatient services. Candidate will also assist in food preparation for clients and children.

- Supervise the children of participants by providing a safe, warm, nurturing environment.
- Listens and responds positively to clients to maintain a high level of satisfaction.
- Complete paperwork and prepare information in accordance with department guidelines.
- Maintains confidentiality of adults and their children at the MOMS Program.
- Ensures a safe environment for children at all times.
- Attends to children's needs including diaper changing, toileting, feeding, naps and person hygiene.
- Works positively with children to encourage participation and learning.
- Listens and responds positively to clients to maintain a high level of satisfaction.
- Utilize skills learned to approach children in a positive manner, with positive reinforcements; and never utilize corporal punishment nor verbal abusiveness
- Comply with reporting standards regarding child abuse or neglect as a mandated reporter for the safety of children.
- 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 MOMS Program.
- Knowledge of the White Earth Reservation demographics, culture, history, and lifestyles.
- Ability to foster a cooperative work environment.
- Ability to deal with unpleasant, angry or discourteous children and parents.
- Ability to understand and implement the duties of a mandated child maltreatment reporter.
- Skilled in the operation of a personal computer, including related software such as Microsoft Office (Word, Excel, PowerPoint, Outlook).

Qualifications:

- **High School Diploma of GED and one (1) year experience working with children in a childcare setting preferred.**
- **Must be free from chemical abuse for a period of one (1) year prior to employment**
- **Valid Driver's License and insurance for travel between sites and other related businesses.**
- **Must be able to 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

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*