



White Earth Reservation Tribal Council

P.O. Box 418

White Earth, Minnesota 56591

Tel. (218) 983-4646

Fax (218) 983-4343

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: Urban MOMS Program Manager

Open: 09-11-17

Location: Minneapolis

Close: 09-22-17

Pay: Negotiable

Benefits: Full

Status: Full Time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant who will be responsible for managing medication Assisted Treatment services to families who are abusing opiates, by ensuring medication assisted treatment, OB/GYN, substance abuse, mental health, cultural services are provided; and coordinated by providers within the program, including supervision over multiple programs and providers within the UMOMS Program.

Position outcomes:

- Manages multiple providers from various programs who are employed within the UMOMS Program
- Manages daily medication assisted treatment program.
- Manages schedules of multiple providers from various disciplines who are invested in the Treatment Model to facilitate weekly treatment team meetings and coordination of service to clients.
- Assesses and screen referrals to the project to determine immediate needs of children and mothers.
- Creates and completes reports to comply with required agencies (internal and external).
- Ensures accountability of providers engaged in the medicated treatment program.
- Ensures referrals to services to families experiencing substance abuse and child welfare issues initially upon entry in the program in order to reduce risk factor to pregnant moms and children.
- Ensures cultural services for families involved in the UMOMS Program.
- Ensures oversight of the Program.

Knowledge, Skills and Abilities:

- Skilled in confidentiality and ability to maintain confidential records relating to clients treatment.
- Skilled to guide clients in the development of skills and strategies for dealing with their problems.
- Ability to prepare and maintain all required plans and reports.
- Ability to counsel clients to assist in overcoming dependencies, adjusting to life, and making changes while complying with their care plans.
- Skilled and able to obtain required services or to resolve emergency problems in crises situations.
- Skilled and able to implement care plans for clients.
- Knowledge of Tribal laws, Tribal codes, and ability to work within those laws.
- Knowledge of court procedures, and ability to effectively represent the care in court.
- Knowledge of electronic health records and accurate, timely data recording ability.
- Ability to perform in a culturally appropriate manner with families.

Qualifications:

- **Bachelor's Degree in the Human Service, Healthcare field or 5 years' experience in Management**
- **Valid Driver's License and insurance for travel between sites and other related businesses.**
- **Must be able to pass a drug screening at hire and throughout the year**
- **Must be in good standing in the Native Community.**

Mail Applications to:

White Earth Tribal Council

Attention: Personnel

P.O. Box 418

White Earth, MN 56591

Download Applications at: www.whiteearth.com