



White Earth Reservation Tribal Council

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CHAIRWOMAN
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Robert Durant

DISTRICT I
Irene Auginaush

DISTRICT II
Terrance Tibbetts

DISTRICT III
Kenneth Bevins

White Earth Reservation Tribal Council Job Announcement

Position: OMC Counselor Aide (4) Open: 12-19-11
Location: Bemidji, MN Close: 12-23-11
Pay: \$12.67/hr Benefits: depend on status Status: Part Time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant 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 youth with substance use disorder.

- Assist Oshki Manidoo Center program staff in supporting/fill-in job duties to ensure availability of staff when needed.
- Ensures open written and verbal communication and documentation to ensure consistency.
- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities Required:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Oshki Manidoo 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 youth in the following areas: arts & crafts, sports, games, camping, therapeutic groups, self care and independent living, social skills and hobbies and education.
- Knowledge of youth chemical dependency treatment.
- Ability to consistently work shifts which include days, evening, overnights, and weekends.

Qualifications Required:

- **High School diploma or GED and two (2) years related experience/education in youth care.**
- **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 get within three (3) months of employment.**
- **Must be over age 18, responsible, mature, healthy adult who is able to carry out the Oshki Manidoo center duties as assigned.**
- **Valid MN 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*