



White Earth Reservation Business Committee

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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 Business Committee Job Announcement

Position: Research Data Analyst
Location: White Earth
Pay: \$28.90/hr.
Benefits: Full
Open: 05-14-18
Close: 05-25-18
Status: Full time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will assist in the planning and implementation of regional analyses to create consistent quantitative data sets Promoting the advancement of development on and off the Reservation for the Grants Department. Work With all tribal divisions to assist in implementation of effective economic development strategies that improve the overall economic conditions for residents of the White Earth Reservation.

- Complete statistical analysis projects to enhance regional economic development to promote the White Earth Reservation.
- Assist in the coordination of grant projects as assigned and perform other various tasks to enhance programs and projects in a positive image for White Earth Reservation.
- Develop and execute social and economic analysis to assist in the advancement of securing grants, developing of functional programming and corrective external errors.
- Support and promote the culture, history and rights of Anishinaabe people and in particular; the White Earth Reservation.

Knowledge, Skills and Abilities:

- Knowledge of the principals, practices, procedures, techniques, laws, regulations pertaining to economic development and tribal and public policy.
- Knowledge of effective public, business and community relations techniques.
- Knowledge of the White Earth Reservation demographics, culture, history and lifestyles.
- Knowledge of state, federal and county economic development organizations.
- Skilled in planning, develop, manage, coordinate and promote special projects as assigned.
- Skilled in public relations and people interaction techniques.
- Ability to write reports and business correspondence.
- Ability to interpret, apply and explain applicable laws, codes, policies and regulations.

Qualifications:

- Bachelor degree from a 4-year institution in Mathematics, Statistics, Economics, Business, Public Policy & Administration or a related filed and two (2) years' experience in analysis or project coordination; or equivalent combination of education and experience.
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- 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.whiteearthnation.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*