



# White Earth Reservation Business Committee

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

Open: 05-14-18  
Close: 05-25-18  
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](http://www.whiteearth.com)