



WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks **SECRETARY-TREASURER** Michael LaRoque
DISTRICT I Henry Fox **DISTRICT II** Eugene Sommers **DISTRICT III** Laura Erickson

White Earth Reservation Business Committee Job Announcement

Position: Economic Development Planner

Location: White Earth

Pay: \$28.90/hr.

Benefits: Full

Open: 10-20-25

Close: 10-24-25

Status: Full Time

DUTIES: The White Earth Reservation Business Committee is seeking a qualified candidate to be responsible for planning a variety of routine and complex technical and professional work in current, short term and long range planning programs for the Tribe and related to the development and use of land, transportation, energy, zoning, comprehensive economic development, community development, and strategic planning.

Position Out Comes:

- Design, promote and administer government plans and policies affecting land use, public utilities, community facilities and transportation.
- Conduct public meetings and confer with local government authorities, county and townships, developers, the general public, and special interest groups in the process of formulating tribal plans.
- Create, prepare, or requisition graphic and narrative reports on land use data, including land area maps overlaid with geographic variables such as population density.
- Advise planning officials on project feasibility, cost-effectiveness, regulatory conformance, and possible alternatives.

Knowledge, Skills & Abilities required:

- Knowledge of federal regulatory laws regarding planning codes, government and tribal regulations, tribal and pertinent federal executive orders, safety regulations and applicable federal, state and tribal policies.
- Knowledge of principals and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Knowledge of tribal and county health and social services programs.
- Knowledge of the demographics, culture, customs and geography of the White Earth Reservation.
- Knowledge of principles and methods for describing the features of land lakes and streams.
- Skilled in organizing work to meet deadlines and accomplish the assigned tasks.
- Skilled in understanding written sentences and paragraphs in work related documents.
- Skilled in using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Ability to work with coworkers and the general public in a professional manner.
- Ability in identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Ability to read and to listed to and understand information and ideas presented through spoken works and sentences.

Qualifications include:

- Bachelor's degree in public administration, planning or other related fields and three (3) years' experience in tribal or urban planning and development of comprehensive and strategic plans for economic development; or equivalent combination of education and experience.
- Valid Driver's license and insurance for travel between sites and other business-related destinations.

Send Applications to:

White Earth Reservation Business Committee
Attention: Human Resources
P.O. Box 418
White Earth, MN. 56591
www.whiteearth.com

Download Applications at:

www.whiteearth.com