



# WHITE EARTH RESERVATION

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

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## JOB ANNOUNCEMENT

**Position: Forensic Interviewer**

**Location: Naytahwaush CAC**

**Pay: \$23.64 Per Hour**

**Benefits: Full**

**Open: 04/06/26**

**Close: Until Filled**

**Status: Full time**

The Forensic interviewer will conduct culturally sensitive and thorough forensic interviews with alleged victims of child sexual or physical abuse and children who have witnessed violent crime. The forensic Interviewer is a neutral person called upon to solicit details of alleged abuse or maltreatment and to screen children who may be at risk. The Forensic interviewer will participate in the delivery of clinical services as a member of a multi-disciplinary team and conduct evidence-based interviews of children and adolescents regarding their experiences as requested by the multi-disciplinary team. The Forensic Interviewer is also responsible for consulting with members of the MDT, participating in monthly case reviews and meetings and testifying in court when subpoenaed.

**Position's outcomes:**

Working within a cultural context. Expected position outcomes include:

- Conducts child centered, sensitive and thorough forensic interviews with children and adolescents regarding allegations of abuse, neglect and exposure.
- Assess, monitor and maintain client needs
- Participates as a member of the multi-disciplinary team.
- Educates clients and families regarding issues.
- Connect children and families with resources.
- Provides testimony as requested.
- Participates in case review meetings.
- Learns and updates NCAtrak - (client management system).
- Attends initial 5-day, forensic interview training: to learn the intentionally recognized NCAC Child Forensic Interview Structure.
- Remains current regarding latest child abuse issues, research, protocols and interview techniques. Attends the annual training via the National Children's Advocacy Center, Minnesota Children's Alliance, RRCIAC or the Chadwick Center.
- Attends and participates in state and local peer reviews as opportunities arise.
- Provides grant support as requested.
- Prepare monthly and statistical reports as needed
- Participates in outreach efforts
- Develop effective systems of care
- Works in participation with others to identify and eliminate barriers to services.
- Assist with Child Advocacy Center intakes and scheduling
- Attends Facility Dog training and services as a secondary dog handler for facility dog during forensic interviews and trials, etc.
- Other duties as assigned

**Knowledge, Skills and Abilities:**

Knowledge of:

- The scope and activities of Tribal, public, and private health and child welfare agencies and other available communities, tribal, country, state and federal resources.
- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Human Service Department
- Knowledge of the White Earth Reservation demographics, culture, history, and lifestyles.
- Knowledge of laws, legal codes, court proceedings, government regulations, executive orders and agency rules.
- Human behavior and performance; individual differences in ability, personality, and interests: learning and motivation; and the ability to work effectively with all different styles of clients

- Tribal laws, Tribal codes, and ability to work within those laws.
- Agency policies, rules, and procedures.

Ability to:

- Develop clear and comprehensive case records and documentation.
- Develop and maintain cooperative, constructive relationships with families of clients, members of other professional disciplines, social agencies, and other tribal programs.
- Organize and manage a caseload.
- Recognize a potential crisis and crisis intervention services.
- Handle stress and unstable client behavior
- Practice cultural humility
- Effectively represent the White Earth Human Resources Division in contacts with clients, the public, communities, organizations, other tribal staff, and tribal, state and federal government agencies.
- Operate independently with tribal, state and federal policies and procedures.
- Effectively testify in court.
- Perform in a culturally appropriate manner with families.
- Facilitate meetings and staffing in a culturally appropriate manner.

Skilled in:

- Confidentiality and ability to maintain confidential records relating to clients.
- Preparing and maintaining all required documentation, reports and client management system.
- Facilitating meetings and coordinating multiple systems
- Multi-disciplinary treatment planning
- Conflict resolution)
- Team building and communication.

**Qualifications:**

- Associate degree in law enforcement, human services, early childhood education or related field. AND Two years of professional experience working with children and families and/or victim services.
- Completion of Basic and Advanced Forensic Interviewer training preferred, or the ability to complete upon hire.
- Completion of 40 Hour Sexual Assault Advocacy, Training Certification preferred, or the ability to complete upon hire.
- Qualified applications must have possession of, or ability to obtain an appropriate valid Minnesota Driver's License, pass a criminal background check, be free of chemical or alcohol abuse problems for at least two years and have knowledge of traditional systems of healing.

Mail Applications to:

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

Download Applications at:

[www.whiteearth.com](http://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*

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