



WHITE EARTH RESERVATION

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

Job Announcement

Position: ICW Family Preservation Coordinator

Location: White Earth

Pay: \$32.52/hr.

Benefits: Full

Open: 09/22/25

Close: 10/06/25

Status: Full Time

This position is responsible for overseeing the Parent Support outreach Services (PSOP) and voluntary Child Welfare Targeted Case Management Program (SW-TCM), including recruitment, training, monitoring, and execution of overall program compliance with Tribal and federal standard. This position will also be responsible for ensuring performance standards and documentation standards are met according to state and tribal regulations.

Position Outcomes:

- Manage the PSOP and CW-TCM documentation and files in compliance with all applicable laws.
- Ensures policies and procedures are in place and updated as needed.
- Ensure and monitor staff caseloads and client contacts.
- Create individualized case plans that adhere to state and tribal standards.
- Represent PSOP at State/County meetings to share and implement best practices.
- Ensure adherence to eligibility guidelines, delivery model, and staff qualifications.
- Assess clients' changing needs and determine the appropriateness for case closure or increased child protection involvement.
- Monitor and assist in generating program revenue and budget allocation of PSOP/CW-TCM.
- Train and recruit staff on PSOP and CW-TCM delivery models, implementation, assessment, intake, referral, closing and transferring procedures.
- Ensure programs compliance with Indian Child Welfare Act (ICWA) and Minnesota Indian Family Preservation Act (MIFPA) and stay up to date with policy changes that effect the program.
- Teach and ensure compliance with developmental and social emotional assessments and connecting and referring to the appropriate services.
- Ensure staff compliance with HIPPA and ethical standards of the White Earth Reservation.

Knowledge, Skills, and Abilities:

- Knowledge of Parent Support Outreach Program and Child Welfare Practices.
- Knowledge of Communication and interpersonal skills grounded in respect and empathy.
- Knowledge and understanding of Tribal sovereignty and ICWA.MIFPA and how they apply to the implementation of services and eligibility to the program.
- Skilled in leadership to assist staff in implementing services that will support the wellbeing of families, preventing the need for child protection intervention, and encouraging family preservation whenever possible.
- Skilled in providing leadership to staff regarding interaction and access to local, tribal and state resources.
- The ability to unbiasedly complete a needs assessment for families with a wide range of challenges.
- Ability to approach, understand, and implement clients' cultural needs in service planning.
- Ability to use, teach and encourage critical thinking skills, problem solving techniques, crisis intervention, active listening, and motivational interviewing techniques.
- Willingness to engage in continuous professional development and ensure staff compliance with professional development.

Qualifications:

- Bachelor's degree in human service-related field, two (2) years' experience preferred in the Child Welfare field.
- Driver's License and insurance to drive between sites.
- Must pass a criminal background check
- Must be in good standing in the Indian Community

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.