



WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks **SECRETARY-TREASURER** Michael LaRoque
DISTRICT I Henry Fox **DISTRICT II** Eugene Sommers **DISTRICT III** Cheryl "Annie" Jackson

Job Announcement

Position: Mental Health Project Outreach Coordinator

Location: White Earth, MN

Pay: \$26.23 or DOQ

Benefits: Full

Open: 08/18/2025

Close: 08/29/2025

Status: Full Time

Position Summary:

The Project Outreach Coordinator will be responsible for coordinating outreach efforts aimed at promoting mental health services and suicide prevention initiatives within the White Earth Reservation communities. This individual will collaborate with community leaders, organizations, and stakeholders to develop and implement outreach strategies tailored to the unique dynamics of the White Earth community. The coordinator will also facilitate partnerships with relevant agencies and organizations to ensure comprehensive support services are accessible to community members in need. The Project Outreach Coordinator plays a critical role in the delivery of mental health and suicide prevention services within the community. This position is pivotal for the successful coordination, implementation, execution, and completion of assigned mental health, suicide prevention, and intervention grant projects, and strategic plans. The Project Outreach Coordinator will work in partnership with the Mental Health Crisis Coordinator to design, plan and coordinate an array of suicide preventions activities. These include targeted training workshops, community events, and awareness activities that align with the needs and characteristics of the White Earth Reservations communities.

Position Outcomes:

- **Project Management:** The Outreach Coordinator will provide grant project planning, progress tracking, and reporting, meticulously reviewing project goals, timelines, and implementation plans in tandem with the Crisis Coordinator, Mental Health Clinical Director, grant project officers, technical assistants, and division leadership.
- **Stakeholder Engagement:** They will attend and participate actively in planning and development meetings, and other events related to grant project operations and strategic plans.
- **Data Collection and Reporting:** In collaboration with the Crisis Coordinator and team members, they will be responsible for the collection, analysis, and reporting of project outcome data.

Knowledge, Skills, and Abilities:

- Familiarity with mental health services, suicide prevention efforts, and the unique dynamics of the White Earth community.
- Strong communication and interpersonal skills, with the ability to effectively engage diverse stakeholders.
- Experience in community outreach and partnership development.
- Knowledge of culturally responsive practices and approaches to mental health support within indigenous communities.

Qualifications:

- **Associate degree and a minimum of 2 years' experience in a role involving project management, community outreach, or similar experience.**
- **Bachelor's degree in social work, public health, psychology, or a related field preferred.**
- **Prior experience working in mental health services, community outreach, or related fields.**
- **Knowledge of Native American cultures, traditions, and values, with a specific focus on the White Earth community.**
- **Experience in program development, implementation, and evaluation.**
- **Demonstrated commitment to promoting mental health equity and social justice.**
- **Ability to utilize computerized electronic health record documentation.**
- **Valid driver's license and access to reliable transportation.**
- **Ability to pass background checks as required by the employer.**

Mail Applications to:

White Earth Tribal Council
Attention: Human Resources
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.
Background Checks performed*