



# WHITE EARTH RESERVATION

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

**Position:** OMC Shift Supervisor Youth  
**Location:** Oshki Manidoo Center, Bemidji, MN  
**Pay:** \$21.44/hour

**Benefits:** Full

**Open:** 12-30-24  
**Close:** Until filled  
**Status:** Full Time

This position is responsible on assigned shift/lodge for the supervision of campus, staff, and clients to ensure adequate supervision and leadership, client care and supervision, staff coverage, safety and response personnel including communication with off-duty personnel and community.

## Position Outcomes:

- Provides supervision and leadership to assigned shifts.
- Provides client care and supervision.
- Ensures open written and verbal communication to ensure consistency.
- Performs other duties and responsibilities as required or assigned.

## Knowledge, Skills & Abilities:

- Knowledge of chemical dependency, mental health, adolescent development, and family relationships.
- Knowledge of staff supervision, leadership, training, team building, performance improvement planning, scheduling, employee evaluation.
- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Reservation Tribal Council and the Oshki Manidoo Center.
- Knowledge of federal laws including Health Insurance Portability Accountability Act (HIPAA), government regulations, federal privacy act and agency rules
- Strong skills in crisis recognition, prevention, and intervention.
- Strong organizational skills and ability to manage multiple responsibilities.
- Knowledge of culturally appropriate services.
- Skills in written and verbal communications.
- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council.
- Ability to interact therapeutically and positively with troubled youth and families.
- Skills in computer operations and document development.

## Qualifications:

- BS/BA in related field OR AA in related field and two (2) year related experience including OR HS diploma/GED and three (3) years related experience/education.
- Prefer (1) one year of supervisory experience.
- Experience in a residential/chemical dependency treatment setting preferred
- Experience in crisis prevention and intervention preferred
- CPR certified or willing to obtain upon hire.
- Must be over age 18, responsible, mature, healthy adult who is able to carry out the duties assigned.
- Must be free of chemical use problems for at least 2 years immediately preceding their hiring and must sign a statement attesting to that fact and freedom from chemical use problems must be maintained during employment.
- Must pass a Background and Drug Screening.
- Valid driver's license and insurance for travel between sites and other business-related destinations.

**Send applications to:** White Earth Reservation Business Committee  
Attn: 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*