



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: Parenting Time Child Welfare Worker

Location: Mahanomen

Pay: \$22.51/hr.

Benefits: Full

Open: 05/19/26

Close: 06/02/26

Status: Full Time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant who will be responsible for providing direct support and education to families and children who receive supervised visitation services. This may include scheduling, transportation, face-to-face or video supervision, fully or semi-supervised visits at established visitation sites, or in conjunction with a home-based family preservation program. This position may provide parent training and education before and after visits, including healthy transitions. The population to be served are families involved with Indian Child Welfare. This position will use a strengths-based solution-focused, trauma informed approach with all children and families served by the program.

Position Outcomes:

- Structure a safe and enriching environment for the child(ren) and family members to connect, maintain relationships, and have positive experiences together.
- Supervise interactions between parents and children; intervene when necessary, in a supportive and trauma informed way; assist parents with challenges during parenting time, as necessary.
- Discuss rules of visitation with parents and relatives.
- Observe and document outcomes; provide reports to parties in the case. Maintain documentation on supervised visitation.
- Report concerns immediately to parties involved; obtain feedback and make adjustments.
- Treat parents, guardians, children and relatives with respect and dignity; maintain confidentiality.
- Support family members and children to ensure visitation occurs frequently.
- Be prompt with visitation hours for parents and children.
- Follow visitation program policies and procedures.
- Guide activities when necessary.
- Provide structured, productive time inside and outside for parents and kids.
- Utilize parenting curriculum when required to support skill building, increase safety and supervision.
- Assist with transportation when necessary.
- Discuss supervised visits weekly with supervisor; seek feedback and guidance.
- Participate in training, certification and enhancement of skills.
- Documentation of the encounters; using a computer and prescribed programs or apps is required immediately following visits.
- Mandated reports and significant concerns are required to be executed in a timely manner.

Knowledge, Skills and Abilities:

- Skilled in written documentation and intermediate level computer skills including all Microsoft Office programs
- Skilled in de-escalation techniques; transition techniques; and stabilizing situations.
- Skilled in verbal and written communication. Able to communicate effectively with colleagues, partners, and all levels of management.
- Ability to work independently with flexible hours that may include evenings, weekends and holidays.
- Ability to adhere to confidentiality requirements.
- Ability to adhere to policies, procedures, and rules.
- Ability to multi-task and prioritize effectively.
- Ability to work cooperatively in a team environment within department.
- Able to pass background check clearance, and any other mandatory agency requirements

Qualifications:

- Bachelor's degree in early childhood education, Education or related field, Social Work, Psychology, Criminal Justice preferred; or any combination of education and work experience that's equivalent to a bachelor's degree,
- 2 years documented experience working with children and/or families.
- Must complete all required ongoing higher educations and/or certification at the agency expense and time.
- Must obtain parenting education certification within 6 months of employment.
- Must obtain CPR and First Aid certification within 6 months of employment.
- Must pass FBI, state and local background checks prior to starting the position
- Valid Driver's License and insurance for travel between sites and other business-related destinations

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

P.O. Box 418 | White Earth, Minnesota 56591 | Tel. (218) 983-3285 | Fax (218) 983-3641