



# 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:** Tribal Assistance Corrections Agent

**Location:** White Earth

**Pay:** 26.23/Hr.

**Benefits:** Full

**Open:** 11/4/25

**Close:** 11/18/25

**Status:** Full Time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will be responsible for performing formal risk assessments of offenders, to provide supervisory and/or referral services and counseling to offenders in order to hold offenders accountable, protect society, and to facilitate law-abiding behavior, and to provide correctional information to courts, criminal justice personnel and communities in collaboration with Department of Corrections.

- Co-develop case plans and supervision plan with the DOC agent and person under supervision that include culturally appropriate services to address needs/responsivity and promote positive behaviors.
- Will help teach cultural cognitive behavior interventions for persons referred.
- Conducts screening and risk assessments.
- Complete appropriate Consent to Release information forms.
- Monitor activities and behaviors of persons under supervision, progress toward completing conditions, and goals and objectives identified in the case plan. Regularly review and update case plans.
- Document all business-related contacts with clients by the end of the next business day. Chronos must include the date/time of contact and include conditions addressed, adjustments to supervision, skill directed practices and case planning.
- Conducts supervised drug tests, home, virtual and office visits.
- Agree to adhere to all White Earth and DOC policies, agent handbook expectations and the Minnesota Date Practices Act.
- Performs other duties and responsibilities as required or assigned.

### Knowledge, Skills and Abilities:

- Significant knowledge in culture, tradition, language, holistic healing, and ceremonies.
- Practical and theoretical knowledge of human behavior.
- Significant knowledge of counseling techniques and ability to apply them in casework situations.
- Knowledge of the criminal justice system.
- Extensive Knowledge of social service and community resources.
- Ability to establish and maintain effective working relationships.
- Ability to communicate effectively orally and in writing.
- Ability to access and interpret information from numerous databases.
- Ability to use computers and software to enter data, obtain data and prepare reports.
- Ability to set priorities and plans and to schedule time effectively.
- Ability to make case decisions that enhance public safety.

### Qualifications:

- Associate Degree (AA or AS) from an accredited college or university preferably in Sociology, Criminal Justice, Human Services, or a related field; or a High School diploma/equivalent and 4 years of experience in human services/law enforcement/helping profession related field
- Must be eligible for employment per DOC Human Resource and White Earth policies.
- Valid Driver's License and insurance for travel between sites and other business-related activities.
- Must be able to pass a criminal background check and drug screening.

#### Mail Applications to:

White Earth Tribal Council  
Attention: Personnel  
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.