



WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks **SECRETARY-TREASURER** Jacob McArthur
DISTRICT I Henry Fox **DISTRICT II** Alrick "Son" Accobee **DISTRICT III** Laura Lee Erickson

White Earth Reservation Business Committee Job Announcement

Position: WIC Registered Nurse

Location: White Earth

Pay: \$32.52/DOQ

Benefits: Full

Open: 08-31-26

Close: Until Filled

Status: Full-time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will be responsible for providing comprehensive nursing services that support the health, safety, and well-being of students during the academic year and delivers skilled Home Health nursing services during periods when school is not in session. This position promotes health and wellness across the lifespan through direct patient care, care coordination, health education, disease prevention, case management, and collaboration with schools, families, healthcare providers, and the White Earth Health Division. The nurse serves as a clinical resource while ensuring continuity of nursing services throughout the year.

Position Outcomes:

- Coordinates comprehensive school health services for assigned schools.
- Performs health assessments, screenings, and nursing interventions.
- Develops Individualized Health Plans (IHPs), Emergency Care Plans (ECPs), and medication plans.
- Provides nursing care for acute illnesses, injuries, and chronic health conditions.
- Serves as a health consultant to administrators, educators, students, and families.
- Provides staff education regarding health conditions, emergency response, medications, and infection prevention.
- Participates in Child Study Teams, Section 504 meetings, Individualized Education Program (IEP) meetings, and other multidisciplinary teams.
- Monitors immunization compliance and communicable disease prevention activities.
- Assists with emergency preparedness planning and school safety initiative.
- Develops and presents health education programs for students, staff, patients, caregivers, and community members.
- Promotes disease prevention, wellness, nutrition, physical activity, immunizations, and healthy lifestyles.
- Collaborates with schools, Home Health staff, Public Health, providers, behavioral health, and community partners.
- Serves as a clinical resource for staff and community partners.
- Maintains professional nursing competencies through continuing education.
- Participates in departmental meetings, committees, accreditation activities, and quality improvement initiatives.

During periods when school is not in session, including summer months and scheduled school breaks:

- Provides skilled nursing care in clients' homes in accordance with physician orders and agency policies.
- Performs comprehensive nursing assessments and develops individualized plans of care.
- Administers medications, treatments, wound care, catheter care, IV therapy (if applicable), and other skilled nursing services.
- Monitors chronic conditions and evaluates patient progress toward goals.
- Coordinates care with physicians, therapists, case managers, pharmacists, caregivers, and interdisciplinary team members.
- Provides patient and caregiver education to promote independence and disease self-management.
- Completes admissions, recertifications, supervisory visits, resumptions of care, and discharges as assigned.
- Documents patient care accurately in the electronic medical record and maintain compliance with Medicare, Tribal, State, and agency requirements.
- Participates in quality assurance, infection prevention, and performance improvement activities.
- Assists with Home Health staffing needs during periods of increased patient census or staffing shortages.
- Supports public health initiatives and community outreach activities.

- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities Required:

- Knowledge of maternal, infant, and child health, nutrition, breastfeeding, growth, development, and preventive healthcare.
- Ability to provide nursing and nutrition education to individuals and groups.
- Ability to communicate health information clearly and respectfully.
- Ability to work effectively with pregnant participants, parents, caregivers, infants, children, and families.
- Knowledge of culturally responsive and trauma-informed practices.
- Ability to establish professional relationships with participants, staff, healthcare providers, and community partners.
- Strong organizational skills with the ability to manage time, documentation, appointments, and multiple responsibilities.
- Ability to maintain confidentiality and comply with HIPAA requirements.
- Ability to use electronic health records, WIC information systems, email, and standard office software.
- Ability to work independently within established policies while seeking guidance from the WIC Coordinator as appropriate.
- Ability to travel to community WIC clinic locations and participate in outreach activities.

Qualifications Required:

- Current Registered Nurse (RN) licensure issued by the State of MN.
- Associate or bachelor's degree in nursing from an accredited nursing program.
- One year of nursing experience in public health, maternal-child health, pediatrics, obstetrics, nutrition, home visiting, community health, or a related field preferred.
- Must meet or be willing to complete State WIC requirements to serve as a Competent Professional Authority.
- Breastfeeding education or lactation-support experience preferred.
- Current CPR certification, willingness to obtain within one month of hire date.
- Consistent and regular attendance is an essential function of this position.
- Valid driver's license and insurance for travel between sites and other business-related destinations.
- **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

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) 983-4646 | Fax (218) 983-4343