



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Outreach Specialist

OPEN: November 8, 2018

CLOSE: December 10, 2018

EXEMPT: No

JOB CODE:

SALARY GRADE: (7) \$18.97-\$21.25

DIVISION: Youth Social Services

SHIFT: Day

DEPARTMENT: Prevention

LOCATION: Youth Social Service Building

SUPERVISOR: Prevention Supervisor

DURATION: Regular Full Time

VACANCIES: 1

JOB SUMMARY: The Outreach Specialist is responsible for providing outreach services to Lummi Nation families. These services include but are not limited to: targeted outreach and engagement to Lummi families through unannounced home visits, assess the home determined by allegations of report, and engage families with social services to strengthen the family unit. The incumbent will be providing outreach and support services to clients under the supervision of the Prevention Manager. These services include assistance with stabilization, prevention services, self-advocacy, development of natural supports, and the development and maintenance of community living skills.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Provide outreach to identified families, through Prevention intake process, by conducting unannounced home visits and discussing concerns and safety risks with the identified family;
2. Complete needs assessments with the family; Assist family with developing a personal action plan.
 - a. Advocate for the family's needs while developing the family's ability to self-advocate;
3. Provide, plan, follow up and support services and transportation if needed; Collaborate with existing local resources and communication methods to develop tools specifically aimed at Lummi youth and families; One-to-one peer counseling using personal experiences within the community mental health system in assisting the client in navigating the community mental health system.
4. Participate in team meetings, risk management, weekly supervision, trainings and other required meetings to assure continuity of care with the client and other LIBC and/or Community agencies.
5. Identify needs, gaps and duplication of services and collaboratively find solutions with other agencies to create efficient youth and prevention services; Build relationships and engage Lummi families through in-home support, group setting support, and community outreach gatherings;
 - a. Coordinate and conduct group facilitation and group services for youth and Lummi families utilizing the Strengthening Families Program;
 - b. Assist in coordinating community awareness gatherings.
6. Maintain timely documentation for services provided.
7. Adhere to Lummi Nation Confidentiality Agreement.

MINIMUM QUALIFICATIONS:

- Associate's Degree from an accredited college or university (Required).
- Bachelor's Degree in Social Work or Human Services or other related field from an accredited college or university (Preferred).
- 5 years experience demonstrating the assessment of child safety and working with high risk youth and families.
- Possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to maintain a positive, solution-focused demeanor when responding to conflicts or problems.
- Possess organizational skills and the ability to multitask within a fast-paced environment.
- Possess excellent communication skills, written and verbal.
- General computer proficiency, including the ability to utilize electronic medical record systems.
- Knowledge of 17 Safety Threats used to assess child safety and wellbeing and Mandated Reporting Laws.
- Knowledge of mental illnesses and chemical dependency.
- Knowledge of community resources.
- Knowledge of Positive Indian Parenting.
- Knowledge of Lummi culture and traditions.
- Knowledge of the Lummi Nation Children's Code.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check.
- Must be eligible to become a Certified Peer Counselor and ability to obtain certification within one year of hire required.
- Upon hire, the incumbent must participate in curriculum to become a Certified Peer Counselor within one year.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <http://lnnr.lummi-nsn.gov/LummiWebsite/Website.php?PageID=376> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.