



# 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:** Project AWARE Youth Leadership Manager  
Behavioral Health (BH)

**OPEN:** January 16, 2019

**EXEMPT:** No

**SALARY:** 8 (21.82-24.28 per hour DOE)

**SHIFT:** Day/requires flexibility

**LOCATION:** Behavioral Health

**DURATION:** Regular Full Time

**\*\*Grant Ends 09/29/2023\*\***

**CLOSES:** February 6, 2019

**JOB CODE:**

**DIVISION:** BH

**DEPARTMENT:** Mental Health

**SUPERVISOR:** Project AWARE Director

**VACANCIES:** 1

**JOB SUMMARY:** Youth Leadership Manager will be familiar with Canoe Journey and new technology to streamline information for Behavioral Health Division and the services provided by Project AWARE funding. The Youth Leadership Manager will engage youth in the services throughout the three local education agencies (LEA); Lummi School District, Ferndale School District, Bellingham School District and community. Will be responsible for promoting positive messages to support the grants services provided to youth and their families. Educate youth, family members, service providers, system managers, and community decision-makers about the importance and value of authentic youth voice in individual treatment planning, service delivery, system design, and governance.

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

1. The Youth Leadership Manager ensures the availability of a coordinated integrated system of care with adolescents and transitional aged youth serving agencies and services within the local education agencies; Lummi Nation School District, Ferndale School District and Bellingham School District;
2. The Youth Leadership Manager will develop a plan to engage youth in all LEAs. Will be responsible for promoting positive messages to support the grants services provided to youth and their families;
3. Provides supervision to the Youth Leadership Assistant;
4. Partner with youth and young adults to develop and coordinate culturally competent policies designed to amplify consequential youth voice within the Project AWARE, its governance structure, and its partner organizations;
5. Build relationships with youth-serving organizations (e.g., Boys and Girls Clubs) and systems (e.g., transportation) to expand opportunities for and remove barriers to youth voice throughout Project AWARE; and
6. Plan, advocate for, and manage budgeted youth involvement resources.
7. Work with project staff to conduct school- and/or community-based training on youth mental health topic.

8. Work with project staff weekly to review project progress, and discuss the work with school-age youth and families being served by the project to ensure collaboration, communication, and coordination is occurring for the wellness of the families.

**MINIMUM QUALIFICATIONS:**

- High School Diploma or GED
- Experience working with youth and families;
- Knowledge of tribal culture;
- 3 years experience working with youth, specifically in human services-related fields (i.e., recreation, psychology, sociology, and criminal justice).
- 3 years of life experience in the field of non-profit organization and management.
- 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:**

- Communication and listening skills to develop rapport with Lummi family members.
- Possess analytical skills
- Organizational skills, with experience planning youth-friendly meetings and events.
- Understanding of positive youth development principles and experience applying them to youth-serving organizations.
- Experience working with youth involved in multiple systems, especially community-based mental health, juvenile justice, and/or child welfare systems.
- Ability to make oral presentations to diverse audiences, including youth consumers, service providers, and policy makers.
- Knowledge of local resources available to Lummi youth and families.
- Ability to build partnerships with stakeholders across multiple organizations and systems locally and nationally.
- Experience in grassroots organizing and advocacy.
- Ability to connect with youth and have respect for youth culture.
- Ability to support youth and share power to foster a youth-driven process.
- Computer skills and reports writing skills and be able to learn on the job and willing to participate in relevant job training opportunities as identified.
- Ability to maintain strict confidentiality at all times

**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 an extensive Criminal Background Check and FAMLINK Check.
- Must have CPR and First Aid certification within 30 days of hire.
- Must have received HIPAA training in the last year.
- Must have documented HIV/AIDS training.
- Must be accepting and respectful toward clients and staff.
- Must be flexible and able to work nights and weekends when necessary.
- Training on the impact of trauma upon individuals, families, and cultures and the associated integration of treatment *preferred*.
- Experience working with Native American children, adults, and/or families *preferred*.
- Must be flexible and able to work nights and weekends.

- Position is grant funded that will end on **September 29, 2023**. If additional funding is received this position will need to be reviewed for grading purposes

**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](mailto: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.