



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: Youth & Community Prevention Specialist

OPEN: September 28, 2022

EXEMPT: No

SALARY: \$30.11/hr. Per. Grant

SHIFT: Flexible

LOCATION: 2616 Kwina Rd.

DURATION: Regular Full-Time

GRANT ENDS: 06/30/2023

CLOSES: October 14, 2022

JOB CODE:

DIVISION: General Manager

DEPARTMENT: Lummi Counseling Services

SUPERVISOR: Deanna Point, Interim Director

VACANCIES: 1

JOB SUMMARY: The Prevention Specialist will work to empower the Lummi community to promote alcohol and drug free lifestyles; build community structures to support those lifestyles; and provide coordinated, systematic approaches to the prevention of substance abuse addiction. Our goal is to promote the health and well-being of individuals, families, and youth through the prevention of addiction-related problems. Conduct education about substance abuse and other high-risk activities, plan, implement programs in schools, canoe clubs, drumming groups and sport activities to encourage families and young adults to have a drug and alcohol free life-style.

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

1. Work to educate children, families, and community about the danger of alcohol and other drugs, develop skills needed to avoid destructive behaviors give them the skills to make healthy choices.
2. Establish both formal and informal alliances with other tribal programs which have similar allied goals, such as the School Board, local law enforcement, health care providers community programs and service providers.
3. Implement prevention programs or curricula within the Lummi Nation School that include direct instruction on the dangers of underage substance use and misuse.
4. Provide education and programming to parents and families particularly those who are at risk for poor health and wellness outcomes, to help improve communication and connection.
5. Spread Awareness in the community by organizing and coordinating activities, such as annual prevention summit, community meetings and other events to support prevention awareness consistent with the action plan.
6. Provide resources, offer counseling, information, education, and other resources to support at-risk populations struggling with family addictions and other challenges.
7. Coordinates planning and requests from other departments that relate to prevention services
8. Serves as a liaison between the Lummi counseling Service, the schools, and parents to deal with students with drug and alcohol abuse problems. Assist with referrals for treatment as needed.
9. Coordinates prevention activities for the cultural youth canoe clubs during the canoe season.

10. Provides a variety of interventions services in the form of individual, group, or family sessions to assist in crisis intervention where individual students are seen because of an immediate problem related to drugs and alcohol.
11. Participates and give reports to LIBC, Health Commission and other committees as requested by supervisor.
12. Prepares and maintain records, data, and fiscal documents for quarterly and annual reports.
13. Serve as a customer service role model to insure a positive relationship in interactions with schools, students, community, and peers.
14. Responsible for completing all mandatory paperwork which complies with grant requirement for timelines and behavioral guidelines.
15. Must attend weekly staff meetings
16. Assist and participate in other assignments as they arise unexpectedly.

MINIMUM QUALIFICATIONS:

- Bachelor's degree from an accredited college.
- 2 years' experience working with a drug and alcohol abuse program or counseling experience.
- Certified Prevention Specialist preferred
- Experience in community organization, program development and/or management preferred.
- Must 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:

- Knowledge and ability to interpret community culture values and structure and demonstrate experience working with Native governments.
- Ability to work on a consistent basis with regular attendance and punctuality and be willing and able to handle all duties and responsibilities of this position on a daily basis.
- Ability to coordinate planning and requests from other divisions that relate to community prevention.
- Key skills required for success in this position include excellent communication, leadership, organizational, and interpersonal skills, and the ability to work with a multi-disciplinary team consisting of management.
- Knowledge of the HIPPA Law that protects the rights and confidentiality of clients.
- Ability to establish and maintain a professional working relationship with co-workers, clients, and other program participants.
- Possess knowledge of basic computers skills, Microsoft Outlook, Word, and Excel.
- Ability to maintain documentation of case records and provide reports as required.

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 CAMIS Check.
- Must be fully vaccinated for COVID-19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date.
- Must have HIV/AIDS and Airborne Pathogens 8 hour training or willing to take the next available class.
- Must be physical fit and capable of diving to different work sites as needed.
- Position is grant funded that will end on **June 30, 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: <https://www.lummi-nsn.gov/widgets/JobsNow.php> 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.