Sisseton-Wahpeton Oyate

Job Description

Job Title: Family Coordinator

Reports To: TREE Project Director

Department: SWO Behavioral Health

Wage: $25.00 per hour

Summary: The Family Coordinator will support Youth and Family TREE’s mission to develop a comprehensive continuum of care for adolescents (ages 12 – 17) and transitional ages youth (ages 18 -25) and their families who are affected by alcohol, tobacco and other drug use, mental health problems and violence/trauma.

Duties and Responsibilities:

- Deliver selected direct prevention interventions (groups) for families using culturally appropriate prevention curricula identified through the needs assessment.
- Assist in developing and conducting community needs assessment.
- Deliver culturally competent counseling and case management to families on substance use risk reduction and treatment.
- Provide intensive case management for participants and their families in need of counseling, substance use treatment and any other health or human services.
- Assist in developing social media messages and campaigns to reach families with prevention messages. (e.g.: videos/skits, families healing stories book, Equine Therapy, etc.)
- Participate in collaborative/coalition meetings
- Assist families and extended family members in understanding components of recovery and resiliency and in applying skills to achieve life goals.
- All other duties as assigned by Director.

The exact nature of the Family Coordinator role will be determined by the needs of the individual family and extended family and can expect to engage in some or all of the following tasks:

1. Peer support to participants.
   - Interact with families by sharing modeling resiliency and recovery techniques.
   - Assist families and extended families in understanding components of recovery and resiliency and in applying skills to achieve life goals.
• Attend case reviews, case meetings and other meetings as appropriate/assigned.
• Provide individualized direct support to family and extended family members according to the individualized case plan by supporting the individual’s choice and building confidence.
• Locate available resources, trainings or skill building opportunities that will help the family group to achieve his/her goals.

2. Assistance to agencies in developing family-guided approaches to services.
• Participate in ongoing program development and enhancement with partner agencies, building on the strengths of family and extended families connections to the community.
• Participate in the development and implementation of workshops/groups to help promote empowerment, advocacy and life skills through agency resources (e.g., Life Skills program used by HIS community education, Daughters of Tradition, Fitness Center, etc.)
• *Participate in community resource mapping to assist in the identification of formal and informal community resources as they relate to the transition domains. These resources could be available through the program*

3. Peer support to any family and extended family as needed.
• Provide information to family and extended family about resources, trainings or skill-building opportunities in the community,
• Provide referral information to family and extended family members.
• Provide media support in developing videos/skits for educational information. (e.g. what a healthy family looks like, healthy/unhealthy families, etc.)

**Education/Qualifications:**

• Bachelor’s degree or seeking out a degree in social work, psychology, chemical dependency, or human services or related field.
• Previous experience working with the youth.
• Additional experience with addictions preferred.
• Knowledgeable about clinical issues of youth development, family disruptions and youth substance use, mental health issues.
• Self-starter, able to take initiative.
• Flexible schedule, including evenings and weekends, to meet youth, families and community partners as needed.
• Two years of verifiable sobriety and subject to random drug testing.
• Employee will be considered a mandatory reporter under the Sisseton-Wahpeton Oyate Chapter 38 Code of Laws.
- Employee must pass a background check as required by Public Law 101-630, 25 U.S.C., Chapter 34, Section 3201.
- Must have valid state driver’s license and ability to obtain a Tribal driver’s license.
- Must have access to a reliable vehicle and have appropriate auto liability insurance.
- This position is listed as “Key Personnel” in the SWO Youth & Family TREE Program; therefore, the candidate must be pre-approved by SAMHSA before being hired.

Approved: [Signature]

Date: 4/30/2020