

# Santee Sioux Nation

Tribal Council Headquarters

**Chairman: Roger Trudell**  
**Vice-Chairman: Kameron Runnels**  
**Treasurer: David Henry**  
**Secretary: Stuart Redwing**



**425 Frazier Ave. N. Suite 2**  
**Niobrara, NE 68760-7219**  
**Phone: (402) 857-2302**  
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## VACANCY ANNOUNCEMENT

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**Position:** SANTEE COMMUNITY RESPONSE NAVIGATOR  
**Department:** SSN SOCIETY OF CARE  
**Supervisor:** SOCIETY OF CARE DIRECTOR  
**Salary:** DOE - \$19.00 PER HOUR  
**Classification:** EXEMPT  
**Status:** 40 HOURS PER WEEK, PERMANENT  
**Supervisory:** NO  
**Open/Close:** OCTOBER 4, 2022 -- POSTED UNTIL FILLED

### GENERAL OVERVIEW:

**Job Summary:** The Community Response Navigator will work to strengthen families and build protective factors. Community Response is a system to prevent families from unnecessary entry or re-entry into higher-end systems of care (juvenile justice, child welfare system, etc.) It is focused on primary, secondary and tertiary levels of prevention and requires a broad-based collaboration committed to working together to align and access all available resources and to address gaps in order to build a robust prevention system. This position will be based in Santee, Nebraska

### Relationship, Responsibility, and Duties:

1. Develops and supports a cooperative multi-disciplinary Collaborative Committee to address the needs of families and their children.
2. Works closely with the Tribal Emergency Assistance (TEA) Committee
3. Plans, conducts, and evaluate outreach activities to support families. Activities may include, but are not limited to:
  - a. Financial Literacy Training: budgeting classes, budgeting tips, budgeting forms, budgeting videos, and/or money management
  - b. Child and Family Interaction Activities: providing education on parenting topics; and/or offering to do occasional class for one of the other established parenting program classes; and/or providing life skills training
  - c. Job Training: job search guidance; offering job trainings for tribal programs; and/or posting occasional job training video tips on social media
  - d. Online Support Groups: Create resources where people can have access to online support groups such as support groups for depression, alcoholic anonymous, anxiety, or post-partum depression. Publish these resources, share them on social media, give them to relatives, and/or give them out when doing booths.

4. Creates online and offline resources for education in areas such as mental health, substance abuse, sexual abuse, physical abuse
5. Accepts referrals calls and forms from parents and partners.
6. Meets with providers/families to assure all intake information is received to assess their needs, goals, and eligibility for other services and supports.
7. Gathers information from incoming referral agencies and families and assesses the needs of the family to help identify and refer to appropriate programs, services, or supports the individual would be eligible to participate in.
8. Provides case management/coaching. document follow up care with relatives. Create case management plans.
9. Maintains accurate records and data base as required by the CR initiative.
10. Administers flex funds in accordance with Collaborative policies and funding requirements for families when all other funding options are exhausted, ensuring a timely response to meet their immediate needs.
11. Maintains regular communication of service eligibility and plan with other agencies and services.
12. Conducts and attends trainings, presentations, and meetings regarding protective factors and family centered practices.
13. Functions as a key part of the Santee Society of Care team, supporting the efforts of other team members
14. All other duties as assigned.

**Standard of Performance:**

- Perform high quality work
- Maintain a good relationship with staff
- Show initiative and dependability on the job
- Keep files in a chronological order and current
- Maintain complete confidentiality regarding client files
- Must have the ability to communicate effectively, both orally and in written form
- Shall attend mandated grant training
- Worker should be familiar with differences unique to various cultural and religious groups
- Worker must approach each family in a manner that demonstrates respect for individual differences

**Qualifications:**

- Dedication to the goals of the Santee Sioux Nation
- Ability to work sensitively with families and youth
- Ability to work independently, as well as with staff and volunteers
- Must be self-motivated, and show initiative in working without close direct supervision.
- Ability to maintain confidentiality
- Maturity, honesty, and a non-judgmental attitude
- Ability to remain calm
- Knowledgeable and sensitive to issues about trauma and its effects and supports trauma informed service delivery.
- Must have a valid driver's license and be insurable.

- Subject to Motor Vehicle and Criminal Background checks
- Alcohol and Drug testing required
- Travel required

**INDIAN PREFERENCE ACT: (BIA FORM – 4432)**

Preference in hiring is given to qualified Native Americans in accordance with the Indian Preference Act. Applicants claiming Indian Preference must submit verification of Indian Certification by tribe of affiliation or other acceptable documentation of Indian Heritage.

**VETERAN'S PREFERENCE ACT: (FORM SF15 – GSA)**

Veteran's preference also applies to all applicants who have served in the Military & HONORABLE DISCHARGED (PROOF NEEDED).

**APPLICATION PROCEDURES:**

Submit applications and resumes to the following address:

Dan Red Owl  
425 Frazier Ave. Suite 2  
Niobrara, NE 68760  
Phone: (402) 857-2302

**Special Employment Conditions:** Continued employment with the Santee Sioux Nation is conditional on the following:

1. Retain a valid driver's license and satisfactory driving record - personnel are at times required to use their personal or a government vehicle. Current copies of a driver's license and personal vehicle insurance must be maintained on file with the Manager.
2. Satisfactory results of initial or random drug testing - personnel are subject to the Santee Sioux Nation Drug-Free Workplace Policy Act and random drug testing throughout their employment.