

Fort Belknap Indian Community

Position:	Batterer Intervention Specialist	Status:	FT/Non-Exempt
Department:	Social Services Department	Supervisor:	Adult Probation Officer
Supervision Exercised:	None	Wage:	DOE

Description of Work:

Responsible for developing and implementing culturally appropriate curriculum for the batterer's education class; organizes, facilitates and conducts batterer's education classes; monitors court-ordered clients to confirm compliance and progressing with the education received. Responsible for communicating and coordinating efforts with Tribal Courts in regard to tracking and sentencing of offenders and offenders' mandatory counseling program; communicates with tribal probation officer to help batterers link to support services and ensure that batterers complete the terms of the court-ordered batterer's education class and attends Tribal Court Hearings for clients.

General Description of Duties:

1. Coordination between Child Welfare Investigator and the Home Base Worker to track at-risk clients.
2. Maintains accurate records of training sessions held, number of cases, case records, persons involved and evaluations for outcome measures; maintains client files by placing all documents in individual files; collects, composes and submits statistical data and reports as required by the Social Services Director
3. Provides education and training to the community on domestic abuse to create awareness of domestic violence; provides ongoing training and education in areas of domestic violence to local law enforcement, tribal court officers and health providers.
4. Provide appropriate referrals to available community organizations and tribal programs; identifies and secures appropriate services such as medical care, therapy, transportation, and individualized resources; responds to crisis telephone calls and provide appropriate intervention for clients.
5. Assists, organizes and provides prevention awareness activities for the community throughout the year; assists, organizes and provides educational activities/events for October's Violence Prevention Month
6. Contributes to the overall quality of the unit's service provision by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures
7. Represents the Fort Belknap Indian Community with dignity, integrity, and a spirit of cooperation in all relationships with staff and public
8. Adheres to the Fort Belknap Tribal Policies and Procedures Manual.
9. Other duties as assigned.

Education and Experience:

Bachelors of Human Services, Criminal Justice, or related field required. Minimum Associates Degree in Human Services or related field. A combination of experience and education will be considered.

Minimum Experience and KSA Requirements:

- Two or more years of direct experience in an intervention program, social work or counseling field. Experience working with batterers and batterers' education classes.
- Knowledge of a range of counseling techniques. Strong interpersonal and communication skills.
- Ability to work effectively with a wide range of constituents.
- Ability to make good decisions and judgments regarding sensitive, confidential issues.
- Ability to make presentations to group. Excellent communication skills including written, oral and presentation styles.

Special Conditions:

- Must be able to pass an adjudicated background investigation prior to hire.
- Incumbent will be subject to and must comply with the Fort Belknap Community Council Substance Abuse Prevention, Drug, and Alcohol testing policy.
- Must be twenty-one (21) years of age at time of hire.
- Must never have been charged with a felony; or misdemeanor within three (3) years of applying position in any jurisdiction.
- Must possess a valid MT driver's license and be insurable by the FBIC Insurance Master Plan.

Evaluation:

Performance will be evaluated on the ability and effectiveness in carrying out the above responsibilities.

Note:

The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer. The Fort Belknap Indian Community reserves the right to revise or change job duties and responsibilities as the need arises. This position description does not constitute a written or implied contract.

IMMIGRATION REFORM AND CONTROL ACT. Requires all individuals appointed to a position must present proof of employment eligibility. Successful applicants will be asked to produce documentation.

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Indian Preference Employer as Required by Law

Revised: 1/13/2025

Approved: *aw*