

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
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*****VACANCY ANNOUNCEMENT*****

TITLE: Wraparound Facilitator
(Furloughable position)

LOCATION: Tribal Education Department

SALARY: \$19.37 - \$22.27 per hour

CLOSING DATE: Thursday, June 27, 2024 at 5:30 p.m.

SPECIAL CONDITIONS:

This position is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. A favorable determination resulting from a completed background investigation is required prior to your placement in this position. The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.

The primary purpose of this position is to ensure family and community involvement in program development, and the implementation of wraparound services for tribal children and families on the Flathead Reservation community. A primary task will be to connect families with resources and services available in each reservation community. This function is carried out through direct contact with family members, schools, tribal entities, service participants, mental health professionals, and advocacy organizations. Coordination with all agencies including: state, local and tribal government, private providers and individual practitioners, advocacy groups and other local stakeholders or contractors is expected.

DUTIES INCLUDE:

- Provide information and education to, and receive recommendations and feedback from family members, youth, school staff, and organizations who serve them to support meaningful participation in planning at the individual and system level in wraparound services.
- Provide wrap around facilitation for identified youth, maintaining a manageable caseload for the entire reservation community.
- Support and mentor families and youth who wish to participate in the wrap around process.
- Assist families and youth receiving services or in need of mental health services to connect with each other and to develop a support network.
- Contact individual family members to provide information as requested about resources available or to listen to complaints/concerns about their experience.
- Directly assist family members at times by referring them to appropriate resources.
- Develop written guidance for families, youth and relevant stakeholders in schools and in the community to navigate the reservation support systems.
- Participate in and provide training.
- Participate in wrap around facilitator training and mentoring processes.
- Provide informational training sessions for school staff about the wraparound process as needed.
- Identify other training needs and recommend ways to address these.
- Increase family and youth involvement in planning and policy making system.

- Provide recommendations to schools, child serving partner agencies and programs, tribal entities, and others about strategies for meaningful family and youth involvement in wraparound services.
- Assist with school, tribal, provider and agency training, conferences, meetings to increase the understanding of providers about the family's and youth's perspective and how to improve partnerships with family members and improve positive outcomes for youth.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION):

- A Bachelor Degree in Education, Social Work or a related field.
- A minimum of five (5) to ten (10) year's work experience in a related field.
- The incumbent must possess a working knowledge of programs, departments and resources in the Flathead Reservation communities.
- The Wraparound Facilitator will be knowledgeable in reservation resources, computer use and data entry.
- This is a tested Designated Position: Employee will be subject to random (drug/alcohol) testing.
- In addition, employee will be subject to a background investigation in accordance with PL 101-630 and 101-647.

❖ **FAILURE TO SUBMIT ALL OF THE ABOVE INFORMATION WILL RESULT IN IMMEDIATE DISQUALIFICATION DURING THE SCREENING PROCESS.**

DESIRABLE QUALIFICATIONS (AS DETERMINED BY THE INTERVIEW):

- ✓ A candidate with knowledge or experience in wraparound services is preferred.

✚ **Interested applicants may obtain further information by requesting a copy of the full position description from the Tribal Personnel Office (406) 675-2700 Ext. 1040.**

SUBMIT:

1. Completed Tribal employment application.
2. Copy of relevant academic transcripts and training certificates.
3. Proof of enrollment from a federally recognized Tribe if other than CSKT.
4. If claiming veteran's preference, submit a copy of your DD214.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, PO Box 278, Pablo MT 59855, Telephone (406) 675-2700 Ext. #1040.

FOR MORE INFORMATION: Michelle Mitchell, Tribal Education Department Head – (406) 675-2700 Ext. #1342