POSITION: (1) Parent Aide
CHILD PROTECTION SERVICES

SALARY: ($11.75-$14.69) Per Hour + Annual & Sick Leave (HOURLY-Eligible)

OPENING DATE: July 16, 2020    CLOSING DATE: July 30, 2020

SCOPE OF POSITION: The Parent Aides will provide support to Social Worker and Case Managers.

SUPERVISION: Parent Aides will work under the supervision of the Family Preservation Social Worker.

DUTIES AND RESPONSIBILITIES:
1. Provide information on services available to families.
2. Provides advocacy services.
3. Provides assistance in completion of forms necessary to complete case files.
4. Collects specific case information from child, family and community sources for use by social worker/case manager for documentation and compiles data.
5. Arrange appointments for medical screenings, vision and dental screenings.
6. Provides assistance to families in completion of applications for services other than those provided by child protection services.
7. Should be available to assist Social Worker and Case Manager in transporting families to court proceedings, medical or mental health appointments.

QUALIFICATIONS:
1. Must have High School diploma and two years in Humans Services or Social Work.
2. Some knowledge of Dakota/Lakota language.
3. Knowledge of social problems of local community.
4. Must possess a valid driver’s license and proof of insurance.
5. Must successfully pass employment security check.

NOTICE:
SELECTED CANDIDATE(S) FOR STANDING ROCK SIOUX TRIBE POSITION ARE SUBJECT TO ALCOHOL AND DRUG TESTING. FAILURE TO ADHERE TO AND SUCCESSFULLY PASS THE ALCOHOL AND DRUG TESTING WILL BE CAUSE FOR REVOCATION OF JOB OFFER.

No Tribal Housing is available. Incumbent will work under the supervision of the Director, Child Protection Services. Position is located at the Child Protection Services Building in Fort Yates, ND.

APPLICATIONS:
Submit a complete tribal application to the Human Resource Office, Standing Rock Sioux Tribe, P.O. Box D, Fort Yates, ND 58538.

ALL APPLICATIONS RECEIVED AFTER 4:30 P.M. ON THE CLOSING DATE WILL NOT BE CONSIDERED.