

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Independent Living Coordinator/Foster-Kinship Care Case Worker

Department: Social & Family Service

Hourly Rate: \$16.00

Full Time: 40 hrs./week

Exempt: No/Hourly

Supervisor: Abinoojiyag Resources Center Program Manager

Posting Date: In-House

Opens: May 24, 2022

Closes: May 31, 2022, at 4:30 pm

Posting Date: Public

Opens: June 15, 2022

Closes: OPEN UNTIL FILLED



Summary: The Independent Living (IL) Coordinator Foster/Kinship Care Case Worker will be responsible for providing social work practice for the front end and back end of child protection cases. This position will focus on delivering IL services to youth in Out of Home Care (OHC), foster care licensing responsibilities; adoption home studies; and Kinship Care cases. The Abinoojiyag Resource Center area is a team environment, and this position will require the ability to work in a team.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

The Independent Living (IL) Coordinator Foster/Kinship Care Case Worker will maintain the foster care licensing program for the office including licensing homes for foster care; maintaining foster parent records/files; conducting face to face visits with children in out of home care; monitoring or provide training for foster parents; host annual appreciation events for Foster Families. Maintain kinship records; payment schedules and conduct annual home visits with all kinship families. This position will be responsible for conducting home studies for potential families that want to adopt; maintaining a tribal adoption list; assisting in the implementation of the Customary Adoption process and working with youth in OHC who are eligible for IL services from the ages of 14 to 23. This position will participate in organizing activities for clients/families/and youth sponsored by the department. Recruitment of foster homes; conducting face-to-face visits with children in out-of-home care; conducting home studies for potential permanency resources; maintaining kinship caseload requirements; and assisting with child welfare checks on suspected neglect cases. Provide out-of-home care plans; and voluntary case plans/informal resolutions that will include referrals for services and culturally appropriate services in compliance with Target Case Management and Title IV E. Prepare court report for court hearings. Attend all court hearings associated with caseload and file petitions with Tribal Prosecutor. Assist with child welfare checks on suspected neglect cases. Provide out of home care plans; and voluntary case plans/informal resolutions that will include referrals for services and culturally appropriate services in compliance with Target Case Management and Title IV E.

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Required:

A high school diploma or its equivalent is required, a four (4) year bachelor's degree in Human Services or a related field is preferred.

Must be 18 years of age or older.

A minimum of one (1) year of experience in the social work or human service field is required. Experience working in Indian Country is a requirement. Knowledge of computer and software, computer applications, and good typing skills.

Other Skills and Abilities:

Required:

This is a required driver position.

Must possess a valid Wisconsin driver's license and meet eligibility for tribal insurance. Knowledge and experience in social work best practice standards.

Knowledgeable of the Indian Child Welfare Act and child protection services.

Willing to work with various agencies such as the Tribal/County Social/Human Service Department, the court system, ICW Committee, and other related agencies.

Experience working with Indian children and families is a requirement.

Must be willing and able to attend program-related training and travel as necessary.

Background Check:

This position is contingent on the required ability to pass a Bad River caregiver background check when working with children and/or the elderly.

This is a required driver position, must possess a valid state driver's license, and adequate vehicle/liability insurance, and/or meet eligibility for Tribal insurance.

Language Skills:

This position requires an individual to demonstrate diverse communication skills written and oral.

Reasoning Ability:

Desire to work with families to create positive solutions that will benefit children. The individual applying for this position needs to communicate effectively in a professional setting as well as work with families.

Physical Demands: The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must be physically able to perform all job duties. Walking, standing, bending, stooping, and occasional lifting to 25lbs and/or carrying for short distances.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position is subject to inside and outside work. The noise level is usually moderate.

Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690 and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.

Send Application and Resume To:

Bad River Tribe

Attn: Human Resources

P.O. Box 39

Odanah, WI 54861

<http://www.badriver-nsn.gov/>

Application material may also be emailed to:

HRmanager@badriver-nsn.gov

HRAssistant@Badriver-nsn.gov