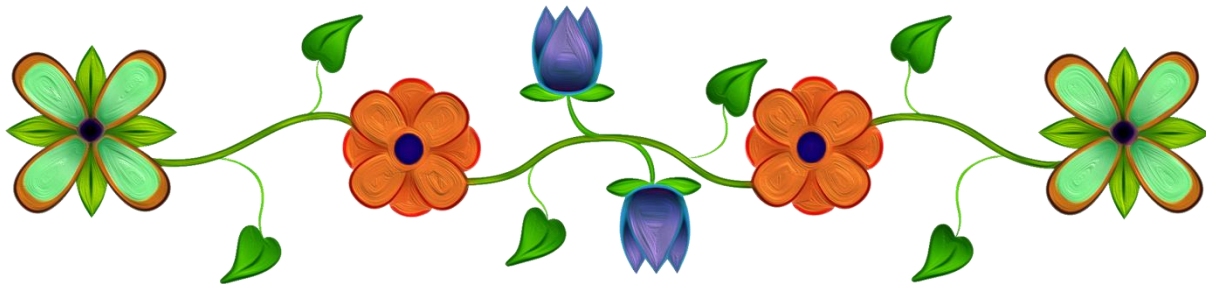


BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS



Bad River Health & Wellness Center

Open Monday-Friday 8am-4pm (Hours Vary by Dept.)

(715) 682-7133

53585 Nokomis Road

Ashland, WI 54806

Job Title: Youth Diversion Coordinator

Department: Behavioral Health

Hourly Rate: \$28/hr DOQ

Full time: 40 hours/ week

Exempt: No/ Hourly

Supervisor: Director of Behavioral Health

Posting Date: Public

Opens: 09/15/2026

Closes: 09/29/2026 @ 4:30pm

Job Summary: The Youth Diversion Coordinator will provide trauma-responsive, person-centered coordination services, and community outreach to youth ages 12-17 with mental health and/or substance use who have been identified as needing diversion coordination and services to prevent criminal justice involvement.

Essential Duties and Responsibilities include the following.

- Develop relationships with program youth and youth in referral, their families, caretakers, supports, and systems of care.
- Coordination with area youth systems. Local, tribal, and state and federal partners to communicate about the program.
- Advising youth and their caregivers of program requirements, conditions, and answer any questions.
- Maintains accurate records of demographic and academic information requirements for the program.
- Reports any problems, setbacks, and successes to stakeholders, such as Youth Justice Programming for area counties.
- Monitor status of any relevant court cases and attend court hearings when appropriate.

- Leads meetings about this program to local stakeholders on a monthly basis, sharing minutes with internal team.
- Records and maintains attendance of youth at required programming and events. Maintains a record of any court-imposed sanctions and helps with understanding of the sanctions.
- Coordinates with school districts within service area and maintains a record of attendance.
- Coordinate for any accommodations identified to help with school success. (IEP, 504 plan)
- Maintains strict confidentiality according to HIPPA, 42 CFR Pt 2, and FERPA and within any justice system.
- Obtain any releases of information necessary to coordinate services.
- Make necessary referrals to external resources for youth and family.
- Attendance at required meeting and coordination with grantor representatives to ensure grant requirements are being met.
- Act as a liaison between the program participants and the area stakeholders, including family members, providers, etc.
- Other Duties as assigned.

Cultural Sensitivity: This position requires awareness and deep appreciation of tribal traditions, customs, and socioeconomic needs. It requires the ability at all times to meet and deal effectively in contacts with Native American people and organizations. This requires tact, courtesy, confidentiality, discretion, and sound judgment in handling sensitive issues.

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.

Required Education and/or Experience

- Associates degree in Human Services, Criminal Justice, or other social sciences related field or lived experience with juvenile justice and the justice system equivalent to the required education.
- Ability to start and maintain programming with sustainability as the goal.

Preferred Education and/or Experience

- Bachelor's degree in Criminal Justice, Social work, Human Services or other social sciences related field.

Other Skills and Abilities:

Required:

- Knowledge of area resources and of the criminal justice system.
- Ability to attend training and maintain relationships with area stakeholders.
- Ability to maintain monthly meetings by creating agendas and taking minutes.
- Knowledge and ability to work on conflict resolution.

Background Check:

This position is contingent on the required ability to pass a BRHWC background check. This position requires a valid driver license, to meet eligibility for tribal insurance.

Language Skills:

- Maintain strict compliance with Privacy Act requirements and Confidentiality Policy.

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 accommodation may be made to enable individuals with disabilities to perform the essential functions. Must be physically able to perform all job duties.

Work Environment: : The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The noise level in the working environment is usually moderate.

Additional Requirements Successful completion of a background check. Compliance with tribal policies, codes of conduct and employee health standards including immunization requirements.

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:

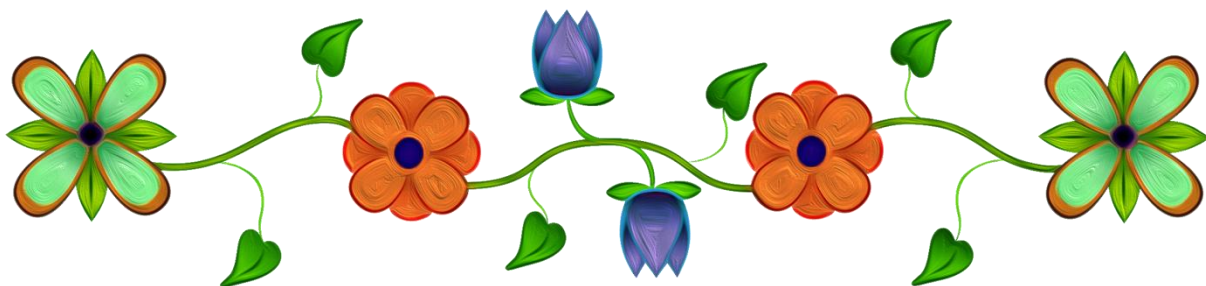
Bad River Tribe

Attn: Human Resources

P.O. Box 39

Odanah, WI 54861

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



Application material may also be emailed to:

darcie.powless@badriverhwc.com

a.connors@badriverhwc.com