



Ninilchik Traditional Council

P.O. Box 39070

Ninilchik, Alaska 99639

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E-mail: ntc@ninilchiktribe-nsn.gov

ninilchiktribe-nsn.gov

JOB VACANCY: OUTREACH SPECIALIST

ANNOUNCEMENT DATE: July 28, 2017

CLOSING DATE: When Filled

POSITION TITLE: Outreach Specialist

POSITION BEGINS: When Filled

POSITION TYPE: Full Time: Classified @ 40 hours/week

SALARY: DOE

POSITION SUMMARY: The Outreach Specialist will provide efficient and effective day-to-day assistance with the Youth Alcohol Prevention Program activities. This position shall facilitate provisions of alcohol/substance abuse prevention, support and alternative recreational activities on a year-round basis to the youth in the Ninilchik Tribal area.

PRIMARY DUTIES & RESPONSIBILITIES:

1. Create and maintain sustainable, functional support groups and recruit interested persons.
2. Facilitate provision of alcohol/substance abuse prevention: plan and implement alternative (non-alcohol/non-substance abuse) recreational activities on a year-round basis to youth including promoting cultural activities that build/support self-esteem.
3. Promote activities that build/support self-esteem for Native lifestyle.
4. Establish a positive support system to clients and community members.
5. Provide a positive support system for youth and families affected by suicide or substance use with referrals for Crisis Intervention and/or referrals for treatment to the appropriate agencies. Family support; coordinating and facilitating family support groups as determined necessary by youth need and interest.
6. Promote, coordinate, and attend behavioral health activities that are prevention and intervention oriented.
7. Educate community on behavioral health issues, through newsletter articles, videos, talking circles, presentations, workshops, and speakers.
8. Advocate and bring alcohol/substance abuse prevention and educational services into the schools.
9. Work with youth groups to bring, provide and/or coordinate alcohol/substance abuse prevention education to the youth in the Tribal area.
10. Provide presentations for the adult and youth community regarding behavioral health issues (healthy relationships, living skills, and alcohol/substance prevention).
11. Coordinate project services with other outreach staff and community collaborators. They will work with current outreach staff to implement grant projects including our Mentoring Program, Knowledge and Skills Development Program, Culturally Based Interventions, and the Community Outreach and Education Program.

12. Facilitate provisions of substance use prevention and suicide prevention, plan and implement alternative recreational activities on a year-round basis for youth including cultural activities that build/support self-esteem as Alaska Natives.
13. Promote activities that build and support self-esteem for Native culture.
14. The Outreach Specialist will promote, coordinate, and attend behavioral health activities that are prevention and intervention oriented.
15. Assist other staff with the successful implementation of programs through interactions and support as a team.
16. Other duties as assigned or directed by the Native Connections Project Manager and/or the NTC Tribal Health Director.

STATEMENT OF QUALIFICATIONS:

- Must possess a valid Driver's License and transportation.
- High School Graduate
- Must pass through a criminal background check with acceptable standards of character.
- Must have strong interpersonal skills.
- Must have experience working with youth and previous involvement with the implementation of positive support systems and programs for youth.
- Must pass pre-employment drug test, and will be subject to ongoing testing in accordance with NTC policies and procedures.

INDIAN PREFERENCE:

In filling this position by initial appointment, promotion, transfer, reassignment, reinstatement, or any other personnel action, we are required by law, Indian Self-Determination and Education Assistance Act to give absolute preference in selection to candidates who are eligible for Indian Preference. For consideration under Indian Preference, proof is required.

OTHER:

This position will be under the direct supervision of the Tribal Health Director. All NTC positions are subject to, and under the direct authority, of the NTC Policies and Procedures. NTC is an alcohol and drug-free workplace and employees are required to submit to alcohol and drug testing. As with all NTC positions, employment is subject to availability of funds.

APPLICATIONS:

Applications are available at the Ninilchik Traditional Council office building, 15910 Sterling Hwy., Ninilchik, AK 99639 or online at www.ninilchiktribe-nsn.gov . Applicants must submit a **complete** NTC Application for Employment as well as a personal resume.

Contact Information: Ninilchik Traditional Council
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Concurrent Out/In House Posting