



# Lower Sioux Indian Community in the State of Minnesota

P.O. Box 308 • 39527 Reservation Highway 1

Morton, MN 56270

*Cansayapi Otunwe*

---

Created 10-6-2017

## LOWER SIOUX INDIAN COMMUNITY

### TOKATAKIYA OPEYA WASAGYAPI PREVENTION COORDINATOR - JOB DESCRIPTION

**JOB TITLE:** Tokatakiya Opeya Wašagyapi Prevention Coordinator  
**DEPARTMENT:** Human Services  
**REPORTS TO:** Human Services Director  
**FLSA STATUS:** Non-Exempt

#### SUMMARY:

Tokatakiya Opeya Wasagyapi means “future generations get stronger together.” This is a new position. The 0.5 FTE Prevention Coordinator will implement this new culture and prevention oriented project designed to promote the well-being of families at Lower Sioux. He/she will help recruit and enroll families with young children, conduct monthly home visits, coordinate arts and cultural activities, and implement several evidence-based curricula designed to promote increased parenting skills, cultural connections, and supportive family networks.

#### EDUCATION AND EXPERIENCE:

- Minimum of an A.A. degree, with a Bachelors’ degree preferred.
- Demonstrated ability to work as an effective team member and/or team leader.
- Ability to conduct confidential interviews.
- Ability or interest in learning how to gather and input data for reporting.
- Experience in writing or reporting.
- Experience in working with Dakota and/or other American Indian communities
- Experience in working with young children and/or parents.
- Strong intergenerational oral communication skills.
- Experience coordinating or leading family-based projects and activities.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Recruit and enroll families for the new project.
- Administer baseline and follow-up surveys with all parents.
- Maintain records (paper and online) for all enrolled families.
- Implement Family Spirit, an indigenous in-home parenting and child development curriculum

- Lead ACEs training and organize family-friendly monthly potlucks designed to expand family support networks.
- Conduct monthly home visits.
- Organize and monitor weekly Dakota language sessions for families.
- Organize and host cultural arts activities for families in collaboration with community artists.
- Coordinate supportive and referral services for enrolled families with Social Services team.
- Participate in Social Services Department meetings and staff trainings.
- Regular attendance necessary.
- Regular punctuality necessary.
- Available and willing to work any changes in hours on the schedule at any time during employment.
- Other duties as assigned

**SKILLS KNOWLEDGE AND ATTRIBUTES:**

- Sober and gang-free lifestyle.
- Commitment to and/or interest in Dakota lifeways, language, and values.
- Sensitivity and interest in working with diverse populations.
- Energy, initiative, creativity and willingness to try innovative approaches and techniques.

**PHYSICAL REQUIREMENTS:**

- Must be able to travel within the county for home visits and within the State for professional development training.
- Must possess a valid Minnesota driver's license, car insurance and vehicle required.
- Ability to work hours into the late afternoon and evening for meeting times and appointments.

**DISCLAIMER:**

This is not necessarily an exhaustive list of all the responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management and Community Council reserves the right to revise the job or to require that other or different tasks be performed when circumstances change (e.g. emergencies, changes in personnel, workload, rush jobs or technical developments).

In accepting employment, I am agreeing to perform the duties and responsibilities listed above. In addition, I agree to adhere to any policy or procedure changes that may occur during my employment with the Lower Sioux Indian Community.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_