



Lower Sioux Indian Community in the State of Minnesota

P.O. Box 308 • 39527 Reservation Highway 1
Morton, MN 56270

Cansayapi Otunwe

10-4-2018

LOWER SIOUX INDIAN COMMUNITY

COORDINATOR OF SERVICES FOR SEXUALLY EXPLOITED AND TRAFFICKED YOUTH - JOB DESCRIPTION

JOB TITLE: Coordinator of Services for Sexually Exploited and Trafficked Youth
DEPARTMENT: Lower Sioux Police Department
REPORTS TO: Chief of Police
FLSA STATUS: Non-Exempt
SALARY GRADE: 16N

SUMMARY:

This is a grant-funded position funded through the Minnesota Department of Health with the possibility for renewal. (Position is housed at the Lower Sioux Police Department. Position is Part time).

EDUCATION AND EXPERIENCE:

- In depth knowledge and understanding of the dynamics of youth sexual exploitation/trafficking as well as intersections of sexual and domestic violence.
- Experience working with the legal/criminal justice system and an ability to convey information sensitively to victims/survivors
- Awareness and sensitivity of the different cultures and values of victims and their families
- Possess effective organizational skills and abilities as it relates to working with community organizations and agencies
- Be comfortable with public speaking and training other systems professionals
- Commitment to work as a team member; ability to work independently
- Possess valid Minnesota driver's license, car insurance, and a vehicle

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Direct Services for Youth Victims/Survivors of Sexual Exploitation/Trafficking

- Complete eligibility screening and needs assessments for youth victims of sexual exploitation alongside systems professionals and advocates who are providing services and/or coming into contact with potential victims.

- Work with advocates and systems professionals to provide initial case management by developing a comprehensive, trauma-centered service plan that is based on positive models of youth development, empowerment, and healing.
- Make appropriate referrals for youth who have been identified as victims/survivors of sexual exploitation.
- Provide ongoing case management, verifying eligibility for services, coordinating services, providing support to youth and ensuring youth are safe and able to participate in services.

Outreach/Education

- Serve as regional expert/resource to professionals who need information on how to work with sexually exploited youth and where to refer them.
- Work with key stakeholders and systems professionals to help identify youth who have been or who are at risk of sexual exploitation/trafficking.
- Provide information to community members and the general public about commercial sexual exploitation of youth and how to prevent it.
- Ensure training has been provided to regional stakeholders/professionals who interact with youth to know the signs of trafficking and know how to refer youth to services.
- Ensure adequate and effective outreach and services are available in region.
- Engage public and stakeholders in primary prevention efforts.
- Participate in quarterly Minnesota Human Trafficking Task Force meetings (in person or via webinar).
- Participate in regional trafficking task forces as assigned by Director/Project Partners.

Data Collection/Protocol Development/Evaluation

- Complete monthly status reports.
- Participate in data collection and the evaluation of the MDH grant projects.
- Provide input into the development of protocols and procedures.
- Provide final report that includes numbers served, agencies trained, outcomes and program successes and challenges.
- 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:

- Excellent oral and written communication skills.
- Ethical Practices.
- Sensitive to Native American Culture.
- Ability to maintain strict standards of confidentiality.
- Time management Skills
- Organizational Skills
- Dependability.

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: _____