



# Lower Sioux Indian Community in the State of Minnesota

P.O. Box 308 • 39527 Reservation Highway 1

Morton, MN 56270

*Cansayapi Otunwe*

## Lower Sioux Indian Community Truancy Prevention Coordinator – Job Description

**Title:** Truancy Prevention Coordinator

**Reports to:** Youth Recreation Director

**Wage:** \$15/hour for 1 year (grant-funded position, with possibility of renewal)

### Summary:

The Truancy Prevention Coordinator will develop, organize, and lead Lower Sioux's Truancy Prevention Pilot Project. This project seeks to identify strategies to promote increased attendance and educational well-being for youth ages 5-18 years old in the Community. The Truancy Prevention Coordinator will utilize research-informed, culturally-based prevention models that promote belonging, mastery, independence, and generosity.

### Duties:

- Meet regularly with Redwood, Cedar Mountain and other area school representatives to identify at-risk Lower Sioux youth and network around truancy prevention activities.
- Meet regularly with youth advisory subcommittee to learn about issues and strategies for youth prevention and intervention.
- Meet regularly with Lower Sioux Legal, Courts, and Police to build a continuity in support for truant and/or delinquent youth.
- Develop and host arts-based after-school truancy prevention activities for all youth in partnership with the Mentoring Project, the Rec Center, the SPY Coalition, Woniya Kini, Cultural Department, Police, Courts, and other efforts underway in the community.
- Co-host quarterly community event with SPY Coalition for truancy youth and their families.
- Meet one-on-one with youth and their families to brainstorm truancy prevention strategies.
- Implement strategies in partnership with youth and their families.
- Develop and maintain a tracking form for all referred and involved youth, with information from Courts, Schools, and Police as possible.
- Evaluate mentoring activities through data gathered through annual surveys, data, program records, and mentor and youth reports
- Attend professional development training
- Report progress to supervisors and the Community, including an evaluation report on what worked during the pilot and recommendations for future truancy prevention at Lower Sioux.

### Qualifications:

- Associates degree or commensurate experience preferred, but not required
- Familiarity with Lower Sioux Community preferred, but not required

- Experience working with youth and adults
- Experience developing and leading youth programs
- Commitment to educational success.
- Superior communication and leadership skills
- Computer and writing skills to create new documents, track information, and write reports.
- Communication and interpersonal skills as well as administrative abilities
- Demonstrate integrity and respect in professional and personal life

**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: \_\_\_\_\_