



# 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 Wawokiya Mentor – Job Description

**Title:** Wawokiya Mentor  
**Reports to:** Recreation Director  
**Hours:** 40 hours/week  
**Salary:** NBG

### Summary:

The 1.0 FTE Wawokiya Mentor will participate in Lower Sioux's expanded and more structured youth program housed in the new Incubator/Wicoicage building next to the Rec Gym. The Mentor will help empower indigenous youth in the Community make positive life choices by exploring and strengthening skills and talents in a safe learning environment. He/she will help plan and lead small group activities, engaging actively with up to 15 youth at a time. The Wawokiya Mentor will lead these small groups after school, evenings, and on the weekends. He/she will track youth attendance weekly and make referrals for additional resources as needed. In addition, the Wawokiya Mentor will be trained and expected to serve as a Mandated Reporter. By becoming part of the social network of adults and community members who care about the youth, the Wawokiya Mentor can help youth develop and reach positive academic, career, and personal goals.

### Wawokiya Mentor Role

- Take the lead in supporting young people ages 6-17 years through youth-centered small group activities at the new Incubator/Wicoicage.
- Serve as a positive and active role model and friend to youth.
- Help design small group educational, social, cultural, and recreational activities that meet the interests of youth in different age groups: Grades K-4; Grades 5-8; and Grades 9-12.
- Assist in scheduling these activities in coordination with Rec, Human Services, Community Health, Education, and Arts activities in the new Incubator/Wicoicage.
- Assist with obtaining referrals from Human Services, the Clinic, Education, and/or other departments serving Lower Sioux families.
- Assist with processing youth referrals, registrations, and permissions.
- Make weekly contact with youth and as needed with their family, ensuring that youth attend at least 24 sessions per year.
- Actively lead small group activities, with up to 15 youth at a time.
- Maintain safety and engagement throughout each small group session.
- Reach out to family, school, or other resources if youth members need additional help including Human Services and/or the Lower Sioux Community Clinic if alcohol or drug issues arise.
- Help coordinate healthy snacks and education check-ins within the Incubator/Wicoicage.

- Build the relationship by planning and participating in activities together
- Strive for mutual respect
- Help promote self-esteem and motivation
- Help set goals and work toward accomplishing them
- Other duties as assigned.
- Regular attendance necessary.
- Regular punctuality necessary.
- Available and willing to work any changes in hours on the schedule at any time during employment.

#### **Time Commitment**

- Make a one-year commitment
- Monitor youth participation and communicate with the mentee weekly

#### **Participation Requirements**

- Be at least 21 years old
- Be interested in working with young people
- Be willing to adhere to all program policies and procedures
- Be willing to complete the application and screening process
- Be dependable and consistent in meeting the time commitments
- Attend training and professional development workshops to comply with all position duties, including Mandated Reporting
- Be willing to communicate regularly with program staff, submit activity information, and take constructive feedback regarding mentoring activities
- Have access to an automobile, auto insurance, and a good driving record
- Have a clean criminal history
- No use of illicit drugs
- No use of alcohol or controlled substances in an inappropriate manner
- Demonstrate integrity and respect in professional and personal life

#### **Desirable Qualities**

- Willing and reflective listener
- Encouraging and supportive
- Patient and flexible
- Tolerant and respectful of individual and cultural differences

#### **Beneficial**

- Personal fulfillment through contribution to community and individual
- Satisfaction in helping someone mature, progress, and achieve goals
- Training sessions and group activities
- Mileage and expenses are tax deductible
- Personal ongoing support, supervision to help the match succeed
- Mentee/mentor group activities, community events, and participant recognition events

**Disclaimer:**

This is not necessarily an exclusive 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: \_\_\_\_\_