



Picayune Rancheria
Of the
CHUKCHANSI INDIANS
49260 Chapel Hill Dr., Oakhurst, CA 93644

POSITION DESCRIPTION – Native Connections Project Director

Reports To: Tribal Administrator

Department: Social Services

Status: Exempt

Salary Range: \$47,500 - \$58,000
Grant funded - Five (5) years

Purpose of the position:

The purpose of the PRCI Native Connections Program is to prevent and reduce suicidal behavior and substance use, reduce the impact of trauma and promote mental health in tribal youth through the age of 24 years through a data-informed, community participatory process resulting in a greater interagency cooperation and the implementation of culturally informed tier and universal evidence-based prevention strategies. The work will be: 1) informed by the community; 2) anchored in evidence-based practices and cultural knowledge; 3) trauma-informed; 4) based upon local data on community systems; community needs, community readiness, an community assets.

The Native Connections Project Director is responsible for the achievement of all goals and objectives of the Tribal Behavioral Health Grant Program including the successful completion of the data collection and other required activities in accordance with the approved project plan. Planning and oversight of the activities and programs for the Native Connections Programs in accordance with PRCI tribal input and traditional values.

Primary Responsibilities:

1. Responsible for the achievement of all goals and objectives in the Tribal Behavioral Health Grant Program Year 1-5.
2. Develop Evidence-Based Practices (EBP) committed to using a community process to select the practices;
3. Design and deliver a culturally informed suicide and substance use universal prevention program for PRCI Tribal youth designed to build resilience, reduce risk of suicide and substance abuse, and support cultural identity;
4. Develop and manage the Community Readiness Assessment (CRA);
5. Develop a Strategic Action Plan for community participation and analysis;
6. Work with the Youth Advisory Committee (YAC); Community Needs Assessment Committee, and the Service Provider Council focusing on the implementation and development of the Strategic Action Plan including suicide prevention policies, procedures, and protocols to promote coordination among youth-serving agencies;
7. Builds and maintains effective working relationships with other PRCI departments and local communities;

8. Assures coordination and scheduling of programs and services with increased Tribal awareness and support for the PRCI Tribal community;
9. Conducts outreach within the Tribal Community to increase and promote attendance in Native Connection programs and activities;
10. Directs and reviews work assignments and performance of the Native Connections Youth Program Coordinator;
11. Establishes program goals strategies and priorities;
12. Oversees program planning and development, evaluation methods and revision of various programs;
13. Responds professionally and accurately to informational requests about programs, services, and related issues;
14. Perform other duties as assigned.

Requirements and Qualifications:

1. Bachelor’s degree preferably in Social Services, Psychology, or other health sciences;
2. Minimum of five (5) years’ experience serving the PRCI community in a similar capacity;
3. Demonstrated project management skills;
4. Proven capacity to build leadership teams and groups;
5. Evidence of strong familiarity with American Indian/Alaska Native culture and history;
6. Experience with data entry and collection;
7. Knowledgeable in word processing, desktop publishing, software programs (PowerPoint Word, Excel) and internet
8. Ability to work independently and with others.
9. Ability to build trusting relationships with Tribal youth.
10. Understanding of child development stages.
11. Ability to lift twenty (20) to fifty (50) lbs. and TB test
12. Valid California Driver’s License; ability to drive ten (10) passenger vehicles highly desirable.
13. Must be able to pass a pre-employment drug test and Extensive background check and fingerprint clearance;

Preferred Qualifications:

- Exceptional writing skills, community service, public speaking, and communication skills;
- Native language skills;
- Ability to handle multiple tasks with ease and flexibility;

IN ACCORDANCE WITH TITLE VII 1964 CIVIL RIGHTS ACT, SECTION 701(b) and 703(I), PREFERENCE IN FILLING ALL VACANCIES WILL BE GIVEN TO QUALIFIED NATIVE AMERICAN CANDIDATES.

(Approval Signature)

(Date)

(Employee Signature)

(Date)