



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Social Worker – Family Services Department (1- Full-Time Regular)

Summary: This position serves as the caseworker supervisor to all Family Services Department Staff and provides clinical supervision and support via Case Reviews on a bi-weekly basis. Provides clinical support to the Case Intake Team of the Tribal Court.

Employment Qualifications: Minimum Necessary Qualifications –

- Bachelor's Degree in Social Work with seven (7) years of experience in child welfare and/or direct services; and
- Three (3) years' of supervisory/managerial experience in Social Work practice; and
- Working knowledge of sensitivity communication practices and interview techniques in order to speak with and for the client; and
- Thorough knowledge of Social Work practices, assessments, court testimony, and reporting; and; and
- Possess appropriate licensure with the State of Michigan or able to obtain within one (1) year of employment; and
- Experience with Culturally diverse populations; and
- Technical skills of a proficient user of Microsoft Office 365, software, and computers; and
- Superior performance in the selection process as determined at the sole discretion of the LRBOI Hiring Manager, including but not limited to all of the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy.

Indian Preference applies in accordance with Ordinance #15-600-02

Pay Grade: E3 **Status:** Exempt/Salary – Bi-weekly Pay **Background Check:** Extensive
Hiring Range: \$39,437 - \$52,238 – **Commensurate with Verified Qualifications**

Application Instructions: **Incomplete Submissions will not be considered.**

Obtain an application form (fillable online) on the Tribe's website www.lrboi-nsn.gov under "Employment" heading. Request a copy of the position description or paper application by contacting Human Resources at:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Phone: (231) 398-6859; Email: aliciagoff@lrboi-nsn.gov .

To apply, please submit completed LRBOI application- paper or fillable online, cover letter, resume, degree transcripts, any/all licensure(s) and certifications stated under the Employment Qualifications above, a copy Front/back of Tribal ID (if applicable), and a copy Front/back of Driver License to:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Fax: (231) 331-1233; Email: apply@lrboi-nsn.gov.

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes superior performance in the selection process, including but not limited to all of the following; any pre-employment

interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy, and successfully completing a ninety (90) day introductory period. Must be able to meet the standards for employment in accordance with the Gaming Commission Employee Background Investigation Policy and shall maintain that standard throughout employment.

For further information, please contact the LRBOI HR Department.

Posted: 08/28/2023

Removal: 09/11/2023