



Spirit Lake Tribe
 P.O. Box 359
 Fort Totten, North Dakota 58335
karenj@spiritlakenation.com

Job Title:	Comprehensive Sex Education Instructor and Program Facilitator	Open Date:	Immediately
SL Program:	Tribal Health	Closing Date:	Until Filled

Position Objective:

Major Duties & Responsibilities

- Be responsible for planning, organizing and implementing sexual health education programs for middle school aged youth.
- Shop for incentives for students to encourage participation.
- Travel to Warwick and Four Winds Schools.
- Provide students with medically accurate information regarding growth and development, sexually transmitted diseases and other sexual health related concerns
- Maintain accurate records involving program budget and smart sheets
- Ensure client confidentiality is maintained
- Represent the agency in a positive manner
- Gain thorough understanding of clients' situations and needs
- Maintain current knowledge of community resources
- Work with staff in planning, presenting and evaluating sessions
- Make referrals to appropriate professionals and other resources when necessary

Qualifications, Experience and education required:

- Training provided as needed.

Job Role:	Educator and facilitator	Company Industry:	Spirit Lake Tribe
Employment Status:	12 hours a week	Supervision:	Spirit Lake Tribal Health Director
Hourly Salary Range:	Dependent on experience	Manages Others:	Work with Principals, teachers, and students
Number of Vacancies:	1		

Please Send Application to:

Name:	Spirit Lake Human Resource Department	Email:	ndemarce@spiritlakenation.com or normar@spiritlakenation.com
Address:	P.O. Box 97	State	North Dakota

City:	Fort Totten, North Dakota	Zip/Postal Code:	58335
Phone:	701-381-0204 or 701-381-0361	Fax:	701-766-1272
Application Procedure	<p>Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.</p>		