

KEWEENAW BAY INDIAN COMMUNITY

2025 TRIBAL COUNCIL

ROBERT "R.D." CURTIS, JR., President
EVERETT EKDAHL, JR., Vice President
SAM LOONSFOOT, Secretary
ELIZABETH "LIZ" JULIO, Assistant Secretary
THEODORE "AUSTIN" AYRES, Treasurer

Keweenaw Bay Tribal Center
16429 Beartown Road
Baraga, Michigan 49908
Phone (906) 353-6623
Fax (906) 353-7540

DOREEN G. BLAKER
SUE ELLEN "SUZIE" ELMBLAD
DALE F. GOODREAU
JEREMY T. HEBERT
RODNEY LOONSFOOT
TONY LOONSFOOT
TONI J. MINTON

KINSHIP AND LICENSING RECRUITMENT OUTREACH WORKER

One (1) Full-time, Non-exempt position

***ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING
DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT***

- ☐ Completed Keweenaw Bay Indian Community application
- ☐ Current Resume'
- ☐ Personal Statement/Cover
- ☐ Copy of college transcripts
- ☐ Minimum of three (3) letters of recommendation
- ☐ Copy of valid, unrestricted state driver's license.
- ☐ Must provide a satisfactory Child Abuse/Neglect Central Registry clearance from the MI Department of Health & Human Service.
- ☐ If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- ☐ If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community
Personnel Department
16429 Beartown Road
Baraga, Michigan 49908
906-353-6623, ext. 4175 & 4176
Fax: 906-353-8068
Email: personnel@kbic-nsn.gov

Keweenaw Bay Indian Community does not discriminate based on race, color, national origin, sex, religion, or age in employment. However, individuals of Indian Ancestry and Veterans will be given preference by law. LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

"Home of the Midnight Two-Step Championship"

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POSITION ANNOUNCEMENT

POSITION:

KINSHIP AND LICENSING RECRUITMENT OUTREACH WORKER

Full-time, Non-exempt position

LOCATION:

KBIC Social Services Office
805-A US 41
Baraga, MI 49908

SUPERVISORY CONTROL:

Director of Social Services

SALARY:

Grade 10 (minimum starting wage = \$23.37/hour)

QUALIFICATIONS:

- High School Diploma or Equivalent and Four (4) years of experience related to the Social Services Field, Human Service or a closely related field.
- **OR**
- Associate's degree in Social Work, Human Services, or a closely related field required; and 2 years' experience in a related field.
- **OR**
- Bachelor's degree in Social Work, Human Services, or a closely related field is preferred.
- Experience in outreach, child welfare, or family services, particularly with Native American populations.
- Knowledge of Indian Child Welfare Act (ICWA), Tribal sovereignty, and culturally appropriate family systems.
- Strong interpersonal skills, ability to work independently and in a team environment.
- Familiarity with the social, cultural, and economic conditions affecting Native American families living on reservations.
- Ability to travel as needed.
- Ability to prioritize daily duties and tasks, including emergency situations.
- Valid Unrestricted driver's license and be insurable to operate fleet vehicle.
- Must have the ability to work independently, as well as on a team.
- Experience working directly with kinship and/or foster care programs, preferably in a tribal setting.
- Knowledge of Ojibwe culture, language, and traditions is highly desirable and preferred.
- Trauma-informed care or motivational interviewing training is preferred.

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

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- Must be able to obtain a satisfactory clearance in accordance with the Indian Child Protection and Family Violence Prevention Act Background Investigations Policy.
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment drug testing, and pre-employment physical.

INDIAN PREFERENCE: Preference will be given to qualified applicants of American Indian descent.

VETERAN PREFERENCE: Preference will be given to qualified Veterans who do not have bad conduct or dishonorable discharges (need DD214).

DUTIES AND RESPONSIBILITIES:

1. Recruit, engage, and support Native American families to serve as foster or kinship caregivers.
2. Conduct outreach efforts such as community events, presentations, and informational sessions to raise awareness of foster and kinship care needs.
3. Assist potential caregivers through the application, licensing, and training process, ensuring compliance with tribal, state, and federal requirements.
4. Assist caregivers in learning about, finding, and using programs and services to meet the needs of the children they are raising as well as their own needs.
5. Promote effective partnerships among public and private agencies to ensure caregivers are served.
6. Provide case management and advocacy support to approved kinship caregivers and licensed foster families.
7. Develop educational materials and culturally relevant support resources for caregivers.
8. Monitor approved and licensed placements to ensure the well-being, safety, and cultural connection of children while in care.
9. Maintain accurate records, documentation, and reports in accordance with grant and program requirements.
10. Promote and support the goals of family reunification and culturally appropriate permanency planning.
11. Attend training as required by the supervisor.
12. Perform all other duties as assigned by the Supervisor.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as a declaration of the specific duties and responsibilities of the position. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor is intended to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar in kind or in level of difficulty.

Distribution Date: November 14, 2025

Closing Date: December 3, 2025 at 4:00pm

TERO Approval: Debra Picciano Date: 11 / 13 / 2025
*Reviewed for barriers