

## **JOB OPENING ANNOUNCEMENT**

**Job Title:** Youth & Family Provider

**Report To:** Lead Youth Wellness Coord.

**Department:** Youth Outdoor Wellness Program

**Job Vacancy:** YAN-23-076

**Status:** Full-Time; Non-exempt

**Starting Wage:** DOE

**Opening Date:** 9/11/2023

**Closing Date:** 9/22/2023

### **POSITION DESCRIPTION:**

Oversee cultural programming and participant logistics of the U.S. Department of Health and Human Services, Administration for Children preventive outdoor education program. This is a Sub Grant from the Child Care Provider. This is a full-time position, 40 hours per week, weekend and extended overnight stays will be required. The Youth and Family Program Provider will be key staff to implement the grant's goals and objectives, maintain data and interact with youth and families of the Yavapai-Apache Nation.

### **QUALIFICATIONS:**

- Considerable knowledge of cultural resources at Yavapai-Apache, and a strong desire to work with elders and others to re-introduce Yavapai-Apache cultural activities and norms;
- Knowledge of the geography of reservations within the Yavapai-Apache Nation;
- Strong inter-personal skills, including a positive, strength-based approach to working with students and their families; working ability to communicate effectively with tribal members and partnering entities, coordinating and maintaining effective working relationships with various agencies and individuals;
- Must have valid Arizona Driver's License, be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.

### **DUTIES AND RESPONSIBILITIES:**

- Create and implement cultural programming for the families participating in the Dept. of Education preventive outdoor education program.
- Will assist with development and implementation of program curriculum.
- Liaison with cultural resources at Yavapai-Apache, such as the Yavapai-Apache culture department and other esteemed elders, to ensure that a relevant, specifically-tailored cultural component is incorporated throughout the program.
- Work closely with the Program Manager and Lead Outdoor Coordinator to seek out opportunities to incorporate cultural programming and implement it.
- Ensure that participants and their parents (or caregivers) are able to attend scheduled programs activities– this may require providing transportation or organizing transportation for participants and their families.
- Facilitate family participation by staying in regular contact with participating families, removing logistical obstacles.
- Assist in implementing weekly classroom activities in which participating students engage in experiential activities and initiatives aimed at building self-agency for approximately 150 hours a year.

- Assist in developing classroom and after school activities focused on developing resiliency through personal skills interpersonal skills such as teamwork, cooperation, respect.
- Accompany groups of participating students on multi-day wilderness experiences two to three times per year.
- Network within Nations other department, to best utilize funding opportunities for Youth and families.
- Must maintain professionalism with Yavapai-Apache community members, family and youth to ensure trust, positive interaction to create mutual respect, balance, stability, and holistic working environment.
- Must be willing to obtain WFR (Wilderness First Responder) Certification.
- Other related duties as they arise and as the program develops.

### **Physical Requirements**

The employee must be physically able to participate in multi-day outdoor education experiences, such as backpacking, canoeing, climbing or horseback riding.

The employee must occasionally lift and/or move up to twenty-five pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. The noise level in the environment is typical of an office setting. While performing the duties of this job the employee is required to sit, talk or hear, stand, walk, use hands to finger, handle or operate objects, tools or controls, and reach with hands and arms.

**How to apply: Please submit your resume and application to:**

**Yavapai-Apache Nation / Human Resources**

**2400 W. Datsi / Camp Verde, AZ 86322**

**P: 928-567-1062 / Fax: 928-567-1064**

**[www.yavapai-apache.org](http://www.yavapai-apache.org)**

### **INDIAN PREFERENCE:**

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND  
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE  
FINGERPRINTING**