

**Position Title:** Youth Mentor (Dupree area and outlying communities)

**Work Location:** Unci Oti, 517 Main Street, Dupree, SD (Dupree area and outlying communities)

**Job Type:** Part Time

**Hours:**

**SUMMER** Mon-Fri, 9:00 am – 4:00 pm (not to exceed 30 hours weekly), may include weekends; hours will vary during the summer months to follow traditional food and medicine harvests, ceremonies, etc.

**SCHOOL YEAR** Mon-Fri, 2:00 pm – 7:00 pm (not to exceed 30 hours weekly), may include weekends

**Classification:** Hourly

**Salary:** \$15 per hour

**Reports to:** Executive Director/Program Coordinator

**Position Summary:**

Under the general supervision of the Executive Director and/or Program Director, the Youth Mentor is responsible for daily interaction with young girls or teen girls at Unci Oti or the community sites of Wakinyan Maza, Wakinyan Paha, Wakpala Mato, Lantry, and the rural families in between. The primary programming will be for cultural teachings and life skills program delivery. The position focuses on developing a positive mentoring relationship with female youth while effectively communicating Lakota Values and ensuring the safety of all female participants and staff.

Maintain a healthy and safe environment, by ensuring facilities, supplies, and equipment are maintained

Develop relationships with Girls Society members, parents, onsite contacts, and community members

Independently manage a group of Girls Society members ages 15-25

Independently guiding Girls Society members' behavior - including documentation of independent leadership skills and promoting the mission to empower matrilineal leadership as well as any incidents/accidents

Plan, implement and evaluate teaching modules

Execute grant-required activities following established standards and goals.

Maintain and understand Society member tracking software and execute data entry when applicable

Participate and properly understand traditional foods/medicines and food safety

Maintain cleanliness of onsite through completion of daily checklist

Communicate supply or maintenance needs to the Executive Director

Attend Society and community events as assigned

May be required to drive Organization vehicle periodically and complete daily safety checklist and mileage log

All other duties as requested

**Required Qualifications:**

- Experience in supervision and motivation for girls and teens
- Ability to manage Organization resources and supervise projects and activities related to the Organization's mission
- Knowledge of Lakota Culture and Youth Development
- Strong oral and written communication skills
- Self-starter, to work with minimal supervision
- Demonstrated ability to use independent judgment, tact, and discretion
- Ability to work collaboratively with a wide variety of partners
- Will be required to sign a confidentiality statement
- The ability to lift up to 50 lbs., is crucial for tasks like setting up equipment, moving supplies, or engaging in hands-on projects to meet the physical demands of the program and can fully engage in all aspects of it.

**Preferred Qualifications**

- Knowledge of PC and/or Mac computers and software including Adobe and MS Office; ability to learn new programs as needed
- Experience in program planning and implementation
- 1+ years of experience in youth development and supervision
- Over 21 years of age, possess a valid South Dakota driver's license and be insurable
- Must have HS diploma or GED
- Must pass a background check for abuse and neglect (This means no felonies on background check), driving record background
- Must pass Pre/Post/Random drug and alcohol tests