

JOB ANNOUNCEMENT

POSITION: Children & Youth Advocate-SA/DV

PROGRAM: SPT-Napuka Kha Nii Program, OVW FY 2023 Children & Youth Project.

SALARY: \$22.54-\$24.85per hour (Grade 19, Step 1-Grade 21, Step 1)

SUPERVISOR: Rural Project Coordinator

CLASSIFICATION: Non-Exempt

LOCATION: Owyhee NV

OPENS: OCTOBER 23, 2025

CLOSES: OPEN UNTIL FILLED

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position are to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone Paiute Tribes' Resolution NO. 95-SPR-135

SPECIAL CONSIDERATIONS:

This position is subject to random drug testing and a background check as a condition of employment. This individual has access to sensitive Tribal and personal data. This position assists in the acquisition management function as well as property management

and the property accounts payable for the Shoshone-Paiute Tribes and must meet the conditions to be bonded. Additionally, this person periodically operates a Tribal vehicle (unless accepted under the provisions of the American Disabilities Act).

JOB SUMMARY:

The Children & Youth Advocate provides culturally responsive prevention, intervention, and support services to youth ages 11–24 impacted by domestic violence, dating violence, sexual assault, stalking, and sex trafficking on the Duck Valley Indian Reservation (DVIR). This position focuses on direct victim advocacy, outreach, education, and coordination with community partners to create a safer environment for children and youth.

The Advocate will be a visible, trusted resource for young people, ensuring they have access to crisis support, safety planning, culturally appropriate healing services, and referrals

MAJOR DUTIES AND RESPONSIBILITIES:

Direct Services & Advocacy

- Provide confidential crisis intervention, case management, and advocacy to youth victims (ages 11–24) and their non-offending parents/caregivers.
- Assist youth in developing individualized safety plans and accessing emergency resources.
- Accompany victims to court hearings, forensic exams, or other appointments as needed.
- Maintain up-to-date knowledge of victim rights, confidentiality standards, and mandatory reporting laws.

Prevention & Education

- Plan and deliver culturally appropriate outreach, education, and prevention programs for youth on domestic violence, dating violence, sexual assault, stalking, and sex trafficking.
- Coordinate youth-focused workshops using approved curricula (e.g., NAFFA, Youth Relationships Manual, Expect Respect)
- Develop and distribute outreach materials in collaboration with program staff.

Coordination & Collaboration

- Participate in the Coordinated Community Response (CCR) Team to improve services for youth victims and their families.
- Coordinate referrals and services with tribal social services, schools, law enforcement, health care providers, and external partners.
- Work closely with contracted youth victim counselors to support ongoing care and healing.

Program Development & Compliance

- Assist in conducting a community Strengths & Needs Assessment and in developing the strategic plan for youth services.
- Maintain accurate, confidential records and submit data for grant reporting.
- Participate in OVW technical assistance trainings to strengthen skills and ensure compliance with best practices.

- Collect and enter program data into multiple systems to support baseline data tracking, evaluations, and reports.

MINIMUM QUALIFICATIONS:

- High school diploma or GED (Associate's or Bachelor's degree in social work, criminal justice, public health, or related field preferred).
- Experience working with victims of domestic or sexual violence, or with Native youth in a social services or educational setting.
- Knowledge of trauma-informed and culturally grounded approaches to victim services.
- Understanding of confidentiality, mandatory reporting, and victim rights.
- Strong communication, interpersonal, and organizational skills.
- Ability to work independently and maintain professionalism in crisis situations.
- Must successfully pass a background check and comply with tribal and federal confidentiality requirements.

PREFERRED QUALIFICATIONS:

- Familiarity with Shoshone-Paiute culture, history, and community resources.
- Training or certification in victim advocacy, crisis intervention, or youth development.
- Experience providing outreach or education in rural/underserved communities.

Working Conditions:

- Based at the Napuha Kha Nii Program office in Owyhee, NV.
- Frequent travel within the DVIR and occasional travel off-reservation for training, court, or victim transport.
- Flexible schedule required, including some evenings and weekends to respond to emergencies or host youth activities.

Employment Status & Compensation:

- Full time position, grant-funded position.
- Compensation commensurate with experience and tribal salary policies.
- Includes opportunities for training and professional development through OVW technical assistance.