



Daybreak Star Indian Cultural Center
 Post Office Box 99100, Seattle, WA 98139
 Phone: (206) 285-4425 Fax: (206) 282-3640

JOB ANNOUNCEMENT

JOB TITLE:	Youth Advocate – Swing Shift 4 p.m. to 12:00 a.m.		
PROGRAM:	Labateyah Youth Home	FLSA STATUS:	Full Time
LOCATION:	9010 13 th Ave N.W.	WORK SCHEDULE:	Full time
REPORTS TO:	Youth Home Manager	PAY RANGE:	\$11.00

JOB SUMMARY:

The Youth Advocate works directly with residents ages 18 to 23 in fulfilling their goals to become independent and obtain permanent housing. This position reports directly to the Youth Home Manager or designate and is responsible for ensuring weekly routines are maintained in accordance to Labateyah policies and procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ensure youth home policies and procedures are consistently followed
- Responsible for assisting residents in the transition to self-sufficiency and permanent housing via documented primary/advocacy meetings
- Conduct housekeeping activities and ensure resident rooms are neat and that chores are completed
- Ensure safety of residents, youth home and grounds at all times
- Provide supervision and direction to youth home residents
- Provide crisis intervention and referral services as needed including cultural resources
- Assist in facilitating resident groups or activities as directed and encourage participation in cultural activities
- Ensure that residents are neat and that chores are done
- Maintain accurate and timely written documentation in resident files
- Attend all staff meetings, shift exchanges and resident staffing, providing input as needed
- Ensure residents make progress in fulfilling personal goals, utilizing resource guide and collaborating with other staff

QUALIFICATIONS:

- High school diploma or GED and or one year experience working with youth
- Possess knowledge of and cultural sensitivity to the needs of Native American/Alaskan Native Youth
- Demonstrate decision making skills and crisis intervention skills
- Ability to work with diverse populations, specifically the urban Native population, including knowledge of Native American history, an understanding of the diversity of local American Indian/Alaskan Native community and issues surrounding the Urban Indian experience.
- Excellent oral and written communication skills required.
- Negative results to a pre-employment drug screen test.

- Applicant must pass a background investigation, including relevant criminal history.
- Applicant must have a valid driver's license
- Must be confident, quick thinking and enjoy challenges
- Reliable, trustworthy and team oriented
- Must have strong personal boundaries and high ethics
- Must be a role model and substance abuse free. Absolutely no exceptions

Opening Date: Tuesday, December 27, 2011 In-house. Friday, December 30 th , 2011 to public	APPLICATION PROCEDURE
Closing Date: When suitable applicant is hired	Submit cover letter and resume to:
Compensation: \$11.00/hour United Indians of All Tribes Foundation is an Equal Opportunity Employer Excellent benefits package	United Indians of All Tribes Foundation PO Box 99100; Seattle, WA 98139 Fax: (206) 282-3640 Email: jobs@unitedindians.org