



SINTE GLESKA UNIVERSITY

JOB ANNOUNCEMENT

Position: Wraparound Care Coordinator

Department: SGU Tiwahe Glu Kini Pi Expansion Grant

Supervisor: TGKP Director

Contract: Full Time/ Hourly

Job Summary:

The Wraparound Care Coordinator facilitates the Discovery Process (Strengths, Needs, Cultural, Vision, Discovery) during home or office visits with child and family, invites wraparound team members, sets up meetings, writes the wraparound plan of care for families, assists with crisis plan and provides case management for wraparound process and case management for relatives not receiving wraparound care.

Responsibilities:

1. Provides Home, Office or Ranch Visits to facilitate Discovery Process with children and families.
2. Invites wraparound team members & sets up wraparound meetings.
3. Writes wraparound plan of care for child and family.
4. Provides referrals and case management for wraparound process.
5. Provides case management for those relatives not receiving wraparound care.
6. Arranges for Lakota language translation services as needed for families.
7. Assists with Cultural Therapy activities (inipi, lowanpi, purchase food, cooking, etc.) for relatives, as needed. May be after hours/weekends, as needed.
8. Coordinates Flex Fund requests and starts approval process for eligible relatives.
9. Completes all required documentation for Team File for care coordination and EHR.
10. Attends mandatory bi-weekly TGKP Team Care Meeting.
11. Attends weekly Tiwahe Glu Kini Pi Staff Meetings.
12. Assists with transportation for children and families as needed.
13. Attends staff and partner trainings.
14. Assists with training of SGU student interns for Wraparound Care coordination.
15. Attends Society of Care Collaborative Body meetings as needed.
16. Assists with Tiwahe Glu Kini Pi Community Wellness activities.
17. Other duties as agreed upon with supervisor.

Qualifications:

1. Bachelor degree in Human Services, Social Work, or other related field and at least one year experience working with families or at least 5 years' experience with case management or care coordination for children/families.
2. Must possess knowledge of Lakota culture, philosophy, history, language & spirituality.
3. Good communication and networking skills with youth and families.
4. Good organizational & technology skills.
5. Must be Alcohol & Drug Free.
6. Must have a valid Driver's license.
7. Must be able to pass a background check.

Confidentiality: SGU Faculty agree to maintain strict confidentiality regarding FERPA, HIPPA and the contents of all Sinte Gleska University correspondence, student records, personnel files and fiscal data.

Additional Information: Sinte Gleska University does not discriminate on the basis of race, color national origin, sex, religious preference, age, handicap, marital status, political preference or membership or non-membership in an employee organization, except as allowed by the Indian Preference provision of the Civil Rights Act of 1964 as amended. Any member of the academic department is responsible for ensuring that his/her personnel file is current with regard to official evidence of experience and educational qualifications. Failure to do so prior to the start of the contract year may result in not receiving compensation commensurate with claimed advancement in promotional steps.

To apply submit a completed SGU job application with a copy of your HS Diploma or equivalent, Resume', Transcripts, verification of College Degree(s), Certificates, Driver's license, Tribal ID or abstract. Submit completed application with attachments to the HR Department. For further information contact Brenda I. Farmer, Acting HR Director @SGU Administration Bldg. or call 605.856.8138, Brenda.Farmer@sintegleska.edu. Applications are available on the SGU website under job opportunities. A position description is available upon request. **This position is open until filled. Incomplete applications will not be considered. 8/5/22**