

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2016-016 Issue Date: 01-26-16 Closing Date: 02-08-16

CHR/Youth Activities Coordinator
Community Health Representative (CHR)
Department of Human Services
Hourly Wage: \$16.05/Regular/Full-Time

This position is responsible to ensure that available services and resources are afforded to Yakama Nation families to strengthen and promote positive lifestyle. Will coordinate, plan, organize, and implement community health, recreational, social, and cultural activities on the Yakama Reservation and surrounding communities.

Knowledge, Skills and Abilities:

- Knowledge of the Yakama Reservation and surrounding communities.
- Knowledge of Yakama Nation culture, traditions, and religious values.
- Knowledge of general office practices and procedures.
- Knowledge of basic bookkeeping principles and practices. (JDE software)
- Knowledge of basic supervisory principles and practices.
- Ability to communicate effectively, both orally and in written.
- Ability to establish effective working relationships.
- Ability to work effectively under stress.
- Ability to plan, organize, and implement health initiatives, services, and activities.
- Ability to stimulate and promote interest in social and health related activities and participation for assistance in conducting them.
- Must possess computer skills and software.
- Must maintain confidentiality as appropriate for the safety of clients and staff.
- Able to work effectively independently and as a team.

General Recruiting Indicators:

- Associate of Arts (AA) Degree in social science, health, or related field OR,
- Three years' work experience as a Community Health Aide III and related field.

Necessary Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to pass a criminal background check.
- Must possess a valid Washington State Driver License and ability to obtain a Tribal Drivers Permit.
- Must have a personal vehicle.
- Must possess a First Aid/CPR card or obtain one within 60 days of employment.
- Must possess a Food Handler's Card or obtain one within 60 days of employment.
- Must be in good health.
- Yakama Enrolled Preference.