

**CONFEDERATED SALISH AND KOOTENAI TRIBES  
OF THE FLATHEAD NATION  
PO BOX 278  
PABLO MT 59855  
406.675.2700  
PERSONNEL DEPARTMENT FAX: 406.226.2562  
CSKT Website: [csktribes.org](http://csktribes.org)  
E-mail: [cory.clairmont@cskt.org](mailto:cory.clairmont@cskt.org)**

**\*\*\*\*V A C A N C Y   A N N O U N C E M E N T\*\*\*\***

**TITLE:** Safety Support – Contract position

**LOCATION:** Morning Star – Ronan, MT

**SALARY:** \$16.02 to \$18.41

**CLOSING DATE:** Thursday, April 25, 2024 @ 5:30 p.m.

**SPECIAL CONDITIONS:**

This is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy and is subject to random alcohol and drug testing. **The successful applicant if not already employed by the Tribes must pass a pre-hire drug test and will be required to serve a six-month probationary period.**

The Morning Star Safety Support is a contracted full-time position located at the Morning Star and will be expected to flex hours in order to provide weekend and after-hours coverage. The Morning Star Safety Support person may be given the option to live at the Morning Star.

Safety Support functions as the person on sight at the Morning Star to ensure resident safety and property condition. Safety Support will monitor the general welfare of all residents and provide services as needed for residents as assigned by the Services Coordinator. Safety Support monitors visitors to the Morning Star, insuring visitors sign in and follow visitor policy.

**DUTIES:**

- Monitor visitors to the Morning Star, requiring them to check in and ensuring they are following the visitor policy.
- Ensure residents follow Morning Star rules and report issues to the Services Coordinator in order to assist with negotiating solutions. As required by the Services Coordinator, attend meetings between residents and the Services Coordinator to address and resolve issues.
- Be a resource for residents, providing a welcoming and professional presence, providing physical and cultural safety to residents, acting as a good relative.
- Assist with case management duties as assigned by the Services Coordinator, helping residents to connect to services.

- Provide input to the Services Coordinator regarding proposed program design, changes and decisions and will bring tenant suggestions and requests to the Services Coordinator.
- Conduct hourly walk through, monitor security camera video, and communicate issues to the Services Coordinator or the Property Manager.
- Log visitors and any relevant resident activity.
- Respond to emergencies as needed, following the Morning Star policy and procedures.
- Other duties as assigned.

## **MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)**

- A high school diploma or equivalent. Two (2) or more years of experience preferred in property management, customer service, or conflict resolution. A person without two (2) or more years work experience but with lived experience may be considered for this position if they have demonstrated post-incarceration stability or demonstrated stability in their sobriety, including completion of treatment. A person with lived experience must meet requirements for peer mentoring certification and complete the process of certification that will be arranged and paid for by the Tribal Defenders Office. Safety Support must have, or obtain within three (3) months of hire, CPR and basic first aid training.
- Must have the ability to make decisions and perform independently, but must also be willing to be accountable to the Services Coordinator and Holistic Programming Director.
- Must have a demonstrated interest in working with the disenfranchised, the criminally accused, and those suffering from mental illness and addiction, knowing that those we serve are resilient and capable of change with the support of their tribal community.

## **SUBMIT:**

1. Completed Tribal employment application. (Resumes may be submitted but may not replace or supplement the official tribal application).
2. Certified copies of relevant academic transcripts and training certificates.
3. Tribal enrollment verification if enrolled in a federally recognized other than CSKT.
4. If you are claiming Veterans Preference, a copy of the DD214 must be submitted with the application.

**SUBMIT ALL OF THE ABOVE TO:** Personnel Office, P.O. Box 278, Pablo MT 59855, telephone 406.675.2700, ext. 1040.

**FOR MORE INFORMATION:** Contact: Ann Miller, Attorney @ 406.675.2700, ext. 1133.