DENVER INDIAN FAMILY RESOURCE CENTER
BUILDING GENERATIONS OF STRONG, HEALTHY NATIVE AMERICAN FAMILIES

25 YEARS

JOB POSTING

Job Title: Indian Child Welfare Services Supervisor
Department: Indian Child Welfare Programs
Reports To: Executive Director
Location: Denver, Colorado
FLSA Status: Exempt
Job Type: 1.0 FTE
Annual Salary: $72,000-$76,000

About the Denver Indian Family Resource Center (DIFRC):
The Denver Indian Family Resource Center (DIFRC) is a 501(c)(3) non-profit organization serving the Denver-metro area. The agency was founded in 2000 to respond to the overrepresentation of American Indian and Alaska Native families involved in the child welfare system or at risk of such involvement. DIFRC is driven by its mission "to strengthen vulnerable American Indian/Alaska Native children and families through collaborative and culturally responsive services," to achieve the vision of "generations of healthy and strong American Indian and Alaska Native children and families". The values that provide a foundation for the organization to accomplish its mission and vision include family, kinship, and community; healing and balance; respect, generosity, interdependence, and integrity; and working together, cultural connectedness, and preserving Native cultures.

DIFRC has developed and implements a culturally responsive Urban Indian Child Welfare practice model featuring direct services to Native families to address child welfare involvement, or risk of such involvement, and that supports their resource and referral needs. The DIFRC model also incorporates system-level interventions that focus on developing and sustaining collaborations with public and tribal child welfare departments and community-based agencies, providing training to non-Native service providers to increase cultural responsiveness, and enhancing court and child protective services compliance with the Indian Child Welfare Act (ICWA). DIFRC's approach has been recognized as a national model for reducing the numbers of Native children removed from their families.

About the Position:
The ideal candidate for this position passionately supports the healing and well-being of American Indian/Alaska Native children and families and is committed to practice that supports the Indian Child Welfare Act's (ICWA) goal of maintaining children's connections to family, culture, and community. They come to the position experienced and skilled at working with Native families and with knowledge of Native cultures and communities, and their approach to their work aligns with the values upon which DIFRC operates. The Indian Child Welfare (ICW) Services Supervisor is

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responsible for direct supervision, mentoring, and professional development of Indian Child Welfare Services staff members as they implement intensive case management and family-centered services for Native families involved in ICWA cases, or at risk of such involvement. The ICW Services Supervisor possesses extensive knowledge of the Indian Child Welfare Act and the strengths and needs of Native families and communities, especially those living in urban areas. This individual models culturally responsive and culturally respectful ways of engaging with family members, and they support staff members in utilizing skills to facilitate family members' engagement with services to address issues that have led to child welfare involvement. The ICW Services Supervisor plays an essential role in developing and supporting collaborations with public and tribal child welfare programs and workers, community-based organizations, and the Denver Indian Community.

Responsibilities:

- Review requests for services and referrals from child welfare departments for assignment to staff members providing Indian Child Welfare Services.
- Supervise Indian Child Welfare Services staff members, including regularly reviewing case activities and reports, providing individual and group guidance on practice and procedures to increase efficiency, effectiveness, and cultural responsiveness, and supporting staff members' ongoing professional development.
- Utilize a trauma-informed approach and maintain awareness of the impacts of trauma exposure and possible trauma symptomatology in children and family members; recognize and address Secondary Traumatic Stress reactions in staff members.
- Demonstrate attitudes and actions toward families, colleagues, community members, and other professionals that reflect DIFRC values.
- Develop and monitor service delivery protocols and guidelines in line with the DIFRC practice model.
- Ensure that services and case data are entered accurately in the Casebook system within required timeframes.
- Carry a caseload of up to 5 families involved in ICWA cases or other child welfare actions.
- Attend court hearings, family team meetings, and other service-related meetings, as required; cover for ICW Services staff at court and other meetings, when needed.
- Provide training and support to staff on service delivery, cultural responsiveness, and relevant laws, policies, regulations, and ethical procedures relevant to ICWA and child welfare/family services.
- Provide written or in-person updates for each case on services received and families' progress on case plan goals to the CPS Department and Court when requested; testify, when appropriate, as an ICWA expert witness.
- Prepare and maintain necessary reports, including monthly service delivery summaries.
- Work with ICW Services staff members to review their monthly billing for contracted services; make sure billing invoices are submitted in a timely way.
- Represent the Denver Indian Family Resource Center at relevant meetings and serve on relevant committees in the community.
- On-board and provide training to newly hired ICW Services staff; conduct 90-day and annual performance reviews for these staff members
- Engage in ongoing professional development to increase knowledge and skills relevant to the position.

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Minimum Qualifications

- Master's Degree in social work or a related discipline (e.g., psychology, counseling, sociology).
- Three or more years' experience supervising staff or teams providing direct services to children and families.
- 3-5 years' experience providing direct services to American Indian/Alaska Native children and families and maintaining required electronic and written documentation of efforts and case progress.
- Extensive knowledge of the provisions of the Indian Child Welfare Act.
- Understanding and awareness of historical and current issues impacting American Indian/Alaska Native children, families, and communities.
- Ability to utilize knowledge of American Indian/Alaska Native worldviews and practices to provide culturally responsive services to families.
- Understand trauma-informed principles and utilize a trauma-informed approach with families and staff.
- Ability to build relationships and collaborate effectively and appropriately with public and tribal child welfare professionals, community-based organizations, and members of the Denver Indian Community.
- Skilled in the use of email, electronic calendars, Microsoft Word and Excel, and web-based data collection applications.
- Must possess and maintain a valid driver's license.
- Ability to successfully pass a pre-employment criminal background check.

Preferred Qualifications

- Master's Degree in Social Work (MSW).
- Colorado licensure at LSW or LCSW level.
- Three or more years' experience supervising staff members providing child welfare or family services in American Indian/Alaska Native contexts.
- Three or more years' experience providing Indian Child Welfare/ICWA services or advocacy in a tribal or public child welfare agency.
- Experience providing individual and group case (clinical) supervision to staff members.
- Two or more years' experience coordinating or providing services to meet grant funded deliverables and expected outcomes.
- Experience writing reports and other required program communications related to this position.
- Understanding of the non-profit sector and basic knowledge of program implementation and grants management.

Statement of Other Duties Disclaimer

This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

Physical Activities

- Ability to sit in front of a computer for an extended period.
- Occasionally required to transport objects up to 20 lbs. with assistance.

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- Local and regional travel may be required to support of program services.

Benefits
DIFRC offers a benefit package that includes medical, dental, vision, short-term disability, paid time off, and complimentary access to mental health and well-being counselors as well as an optional retirement program.

To Apply
Interested applicants can email a resume and a cover letter outlining why they are a good fit for this position to: info@difrc.org. Put "ICW Services Supervisor" in the subject line of the email. This position will be open until filled; all applicants will be notified when the position has been filled.

Denver Indian Family Resource Center (DIFRC) is an equal opportunity employer that values workplace diversity. DIFRC strives to create an inclusive workplace that embraces diverse backgrounds, life experiences, and perspectives. DIFRC prohibits discrimination of employees or applicants based on race, creed, color, age, sex, national origin, marital status, sexual identity, sexual orientation, religious or political affiliation, disability, or any other classification considered discriminatory under applicable law.

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