



JOB POSTING

Position: Mother Nation Cultural Services Coordinator
Reports to: Executive Director/Elder Facilitators
Hours: 20 hours/week
Salary: \$18 to \$20/hour DOE

JOB SUMMARY

Mother Nation is a non-profit organization offering cultural services, advocacy, mentorship and homeless prevention in the State of Washington. Mother Nation celebrates and inspires the success of Native American families to honor the beauty and strength of Native American culture, spirituality and values built on the ancestral strength of each participant.

The Cultural Services Coordinator reports directly to the Executive Director and Elder Facilitators. Overall responsibility is to coordinate activities for the Cultural Services Team at Mother Nation to support the families and women in need of cultural support during their transition from homeless to housing. This position will also support the Elder Facilitators in coordinating activities with Mother Nation Participants.

By bringing back Native values of family, supporting one another during times of transition from chronic homelessness, gender based violence, will provide the support needed to ensure Mother Nation participants have access to the spiritual support needed to remain stably housed over time.

JOB DUTIES

- Refer clients to Mother Nation cultural services and workshops to support Elder Facilitators, Traditional Healers in setting up services for multi-abuse trauma clients and families.
- Conduct cultural needs assessment and service planning activities;
- Work with Cultural Services Team to address wellness needs that support Native households remain in housing,
- Provide program support to Elder Facilitators/Traditional Healers in coordinating workshops, Circles, ordering traditional medicine supplies, materials;
- Join Mother Nation Team in presenting to Tribal community to access additional resources for families, teachings connect to sweatlodge, talking circle, ceremonies, pow wow
- Network with Tribal Cultural Directors locally and out of State as necessary depending on need of participants.
- Make referrals to cultural events to support families in need of support.
- Track funding expenditures;
- Participate in Mother Nation Staff Talking Circles

PROGRAM DEVELOPMENT SUPPORT

- Assist Executive Director in cultural program development activities and planning
- Attend trainings with Mother Nation Elders and professional development as needed.
- Attend and represent Mother Nation at community events related to position
- Collaborate and build on relationships with other service providers

- Actively participate in Mother Nation events including pow wows, annual fundraising dinner and other Native American community events

QUALIFICATIONS

Must possess high levels of cultural competency and/or sensitivity to the Native American/Alaskan Native community in line with Mother Nations cultural integrity and principles to ensure the participant's goals of reaching milestones are met.

- Strong connection or ability to connect with on and off-reserve populations
- Cultural or traditional knowledge/background
- BA in Social Work or related field or equivalent work experience in working with families with multi-abuse trauma
- Strong oral and written communication skills;
- Ability to complete tasks in a timely manner with minimal supervision
- Sensitivity to the cultural integrity of Mother Nation and participants
- Ability to maintain confidentiality
- Proficiency in 2010 Microsoft Office Suite.
- Strong organizational skills with attention to detail.
- Dependable transportation and valid Washington State Driver's License

INSTRUCTIONS FOR APPLYING:

Apply with resume and cover letter to:

Email: info@mothernation.org

Mail: 4250 S. Mead St. Seattle, WA 98118

Attention: Executive Director