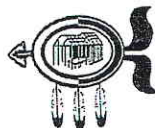


KICKAPOO TRIBE OF OKLAHOMA



NOTICE OF VACANCY

EMPLOYMENT: Family Violence Advocate

DEPARTMENT: Indian Child Welfare

STATUS: 1 Part-Time

DEADLINE: December 16, 2011 by close of business 5:00 PM.

JOB DESCRIPTION:

The Kickapoo Tribe of Oklahoma is seeking a part-time Family Violence Advocate. Successful candidates shall assist clients who are victims of Domestic Violence, Sexual Assault, Stalking and Dating Violence. Must be willing to interact and communicate with individuals of various backgrounds, cultures, and ages. Family Violence Advocate will have the responsibility of assisting victims with their current situation and promote trust and communication between advocate and victim.

MINIMUM REQUIREMENTS:

- (1) **Education:** High School Diploma or GED Equivalent with background in Domestic Violence related field and or equivalent of education and experience.
- (2) **Skills:** All applicants should be current with Microsoft Windows and general computer knowledge. Must possess the ability to work effectively with appropriate communication skills both written and orally. **Must be able to maintain a high level of confidentiality.**
- (3) **Requirements:** Must possess documents that establish both Identity and Employment Eligibility must pass a drug screening test, and complete an OSBI background investigation if needed. English language is a necessity and Kickapoo language is a plus. **Candidate must not be an Indian Child Welfare client.**

If you are interested in the positions listed above, please submit resume and/or application to:

Kickapoo Tribe of Oklahoma
Attn: Human Resource or by fax at: (405) 964-7046
PO BOX 70
McLoud, OK. 74851

Kickapoo Tribal Members and Indian preference in filling this vacancy is given to qualified candidates, in accordance with Title 25, U.S. Code Section 472 and 473. Kickapoo Tribe of Oklahoma is an Equal Opportunity Employer.