

**Bay Mills Indian Community**  
Brimley, Michigan 49715  
**Grand Traverse Band  
of Ottawa & Chippewa Indians**  
Suttons Bay, Michigan 49682  
**Hannahville Indian Community**  
Wilson, Michigan 49896  
**Saginaw Chippewa  
Indian Tribe**  
Mt. Pleasant, Michigan 48858  
**Little Traverse Bay  
Bands of Odawa Indians**  
Harbor Springs, Michigan 49740  
**Nottawaseppi Huron  
Band of The Potawatomi**  
Fulton, Michigan 49502



**Keweenaw Bay Indian Community**  
Baraga, Michigan 49908  
**Lac Vieux Desert Band  
of Lake Superior Chippewa**  
Watersmeet, Michigan 49969  
**Sault Ste. Marie  
Tribe of Chippewa Indians**  
Sault Ste. Marie, Michigan 49783  
**Pokagon Band of Potawatomi Indians**  
Dowagiac, Michigan 49047  
**Match-E-Be-Nash-She-Wish  
(Gun Lake Tribe)**  
Dorr, Michigan 49323  
**Little River Band  
of Ottawa Indians**  
Manistee, Michigan 49660

*ITC is an equal opportunity provider, and employer.*

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2956 Ashmun Street, Suite A, Sault Ste. Marie, Michigan 49783  
Phone: (906) 632-6896 Main Fax: 906-632-1810

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## **NOTIFICATION OF JOB OPENING**

Open/Closed Competitive

**Job Title:** Program Manager (full-time permanent)  
**Department:** Maternal & Early Childhood Services  
**Location:** ITC Central Office, Sault Ste. Marie, MI 49783

The Inter-Tribal Council of Michigan, Inc. (ITC) is a state chartered 501 C3 non-profit organization consisting of twelve federally recognized Indian Tribes in Michigan. We offer a variety of services such as Child & Family, Educational, Employment and Health Services. Full-time permanent positions receive group term life insurance, short and long-term disability insurance, health insurance (BCBS) and a 401(K) Retirement plan. ITC also provides paid leave each year for 14 holidays, 3 personal days, minimum of 13 days vacation and 13 days sick for eligible employees/programs. Please visit our website at [www.itcmi.org](http://www.itcmi.org)  
Equal Opportunity Employer.

### **Job Summary:**

Manage the Tribal Perinatal Opioid Initiative Project, which is focused on improving outcomes for tribal families and increasing tribal capacity. Function as liaison between collaborating agencies and community partners: including tribes, consulting partners and regional and state level perinatal task forces. Connect local Tribal Care Coordinators with training and the most up to date best practice information. Provide resources, arrange training and support around evidence based practices for prevention, treatment and recovery support. Provide assessment and mapping tools, and support their use and analysis at the local tribal level. This position is supported by a yearly grant renewal.

### **Job Specifications:**

B.S. degree plus additional credential/certification in substance abuse, behavioral health, social work, public health, or early childhood education, such as CAC, LPN, RN, LSW, MSW, MPH, etc. Minimum of 3 years of experience in the field of substance abuse, behavioral health, community health, social services or early childhood education. Must be comfortable speaking in groups and leading group discussions, such as community data gathering and conducting focus groups/talking circles. Experience with developing and monitoring work plans and meeting grant requirements desirable. Excellent interpersonal and organizational skills required. Computer skills, including use of email and internet, Microsoft Word, powerpoint and Excel/spreadsheet functions are required. Preference given to qualified Native Americans.

**Send** resume', transcripts, and verification of Native American status (if claiming preference) to:

Inter-Tribal Council  
ATTN: Wendy Belleau  
2956 Ashmun Street Suite A  
Sault Ste. Marie, MI 49783

Phone: 906-632-6896 x 109  
Fax: 906-253-1893  
Email: [wendybp@itcmi.org](mailto:wendybp@itcmi.org)

**Date Posted:** 09/05/2018

**Closing Date:** 09/18/2018

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