

Appendix G2: NDHHS Tribal Health Liaison Job Description



Tribal Health Liaison

Job ID 3025943

Status Full-Time

Starting Salary \$4977/mo

Location: Jamestown, North Dakota

Healthy & Safe Communities - Statewide/Telecommute - Tribal Health Liaison

The primary purpose of this position is to work within the North Dakota Department of Health and Human Services Community Engagement Unit as the Tribal Health Liaison with the Spirit Lake and Sisseton Oyate Tribes in North Dakota. The position will conduct disease investigations and interventions for reportable conditions and provide education and awareness for infectious and chronic diseases as needed and/or requested in the Spirit Lake, Sisseton/Wahpeton Oyate Tribes, and Eastern North Dakota.

Responsibilities include:

- Travel or participate in Teams meetings with the Spirit Lake and Sisseton/Wahpeton Oyate Tribes as needed and/or requested to work in collaboration with the other tribal health liaisons to establish and strengthen relationships and achieve job outcomes.
- Act as a liaison to the NDDHHS on tribal health needs and concerns.
- Work with the Community Engagement Unit and community partners to determine tribal education needs.
- Provide health education and awareness to North Dakota's tribal populations.
 - Assist the NDDHHS Community Engagement Immunization Coordinator in developing vaccine messaging and providing education on the safety and importance of vaccinations to North Dakota tribal populations.
 - Assist in the activity efforts specific to tribes in the NDDHHS Community Engagement Strategic Plans.
 - Assist in conducting disease investigations and interventions for reportable conditions in tribal areas as needed.
 - Provide education and awareness on chronic and infectious diseases to tribal communities

To thrive in this position, you will need to have excellent written and oral communication skills along with outstanding interpersonal skills, cultural sensitivity, and the ability to lead through conflict are essential.

Proficiency in Microsoft Office programs is required.

To be considered for this position, you are required to have a bachelor's degree in community health, public health, biology, nursing, epidemiology or a related field and two years of professional related work experience. A master's degree is preferred and will substitute for the two years of experience requirement.

Individuals must have a valid driver's license or have the ability to travel from one location to another within the state on their own.

Preference will be given to qualified applicants enrolled in one of North Dakota's five federally recognized Tribes. Preference will also be given to qualified applicants with experience in:

- Working with American Indian populations and settings in a manner that builds trust and supports increased collaboration and partnerships.
- Familiarity and experience with American Indians and an understanding of culturally and linguistically appropriate services.
- Knowledge of the principles and practices of management, including planning, organizing, directing, motivating and decision making.
- Experience working in health settings. Knowledge of infectious and chronic diseases.

Location: Preferred location Spirit Lake area, Eastern North Dakota, but will consider telecommuting within the state of North Dakota.

To Apply: Submit your resume and cover letter at <https://www.omb.nd.gov/team-nd-careers/career-openings>. Application deadline is 11:59pm, Sunday, July 9, 2023.

For more information or if you need an accommodation, please contact Robin Thorstenson at rthorstenson@nd.gov or at 701.328.2397.

About DHHS: ND DHHS strives to make North Dakota the healthiest state in the nation by reinforcing the foundations of well-being: physical, economic, and behavioral. Those services are to be delivered

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as close to home as possible with a focus on dignity and respect. The keys to delivery of those services are the 2800 committed, compassionate ND DHHS team members and more than \$5 billion in funding from nearly 200 different federal, state and special sources.

About Team ND: More than 7,500 talented, hard-working people across sixty-three agencies have come together as Team North Dakota. At Team ND, we are driven to succeed through gratitude, humility, curiosity, and courage. Our purpose is to empower people, improve lives, and inspire success. Join us in being legendary.

Total Rewards: The State of North Dakota is committed to providing team members with a strong and competitive [rewards](#) package that support you, your health and your family. Considering a new position on Team ND? How does your current position stack up? Use our [Total Rewards Calculator](#) to estimate.

Equal Employment Opportunity

The State of North Dakota and this hiring agency do not discriminate on the basis of race, color, national origin, sex, genetics, religion, age or disability in employment or the provisions of services and complies with the provisions of the North Dakota Human Rights Act.