LAC COURTE OREILLES
COMMUNITY HEALTH CENTER
9940N County Highway K • Hayward, Wisconsin 54843

Telephone: 715-638-5100
Administration Fax: 715-634-6107
Medical Records Fax: 715-634-2740

Position Description

Grant position until 09/29/2031

Position: Maamawiikandaa: Let's All Work Together

Youth Prevention Specialist

Location: Lac Courte Oreilles Boys & Girls Club

Center **Hours:** Monday – Friday 8:00am-4:30pm

Salary Range: $21.97-25.00 per hour

Posting Date: October 9, 2026

Closing Date: Until Filled

Classification: Full Time / Non - Exempt

Description of Position:

The Youth Prevention Coordinator will implement year-around prevention activities to Tribal youth and young adults to age of 24. Services will focus on coordination of cultural-based prevention education pertaining to substance use, suicide and overdose programming. Responsibilities include facilitating youth leadership and life skills programming, mentoring youth, conducting community outreach, supporting referrals to LCO Behavioral Health services, collecting program performance data, and coordinating prevention activities with LCO Community Health Center, LCO Ojibwe School and LCO Boys & Girls Club and others as needed.

Qualifications:

1. High School Diploma or equivalency required.
2. Associate degree in Human Services, Social Work, Substance Abuse Counseling, or another related field required. Bachelor's Degree in any of the above fields preferred.
3. Recent and relevant experience of two years working in Human Services, Social Work, Counseling, or related field required.

4. Experience in working with Native American families and in Native American Communities.
5. Proficient computer skills including Microsoft Suite.
6. Strong written and verbal communication skills.
7. Must be a skilled communicator with the interpersonal skills to constantly coordinate activities with adults and youth.
8. Must have organizational and time management skills.
9. Mantoux TB test current.
10. Completed Hepatitis B series.
11. Valid WI Driver's License.
12. Valid Vehicle Insurance.
13. Must be able to pass a background check.
14. Must be able to pass pre-employment and random drug testing.

Major Duties and Responsibilities:

1. Facilitating as youth leadership providing life skills programming, mentoring youth, referrals to behavioral health services and providing prevention activities with Tribal youth young adults up to age 24.
2. Create and maintain youth prevention education and outreach program database with relevant information.
3. Inventory educational materials as necessary.
4. Conduct long range prevention planning with internal/external stakeholders and project partners.
5. Facilitate programming at LCO Boys & Girls Club and LCO Ojibwe School facilities.
6. Maintaining confidentiality of sensitive information and discretion in handling tasks. Follow HIPAA.
7. Implement program work as determined by Project Coordinator.

Supervision and Guidance:

The Maamawiikandaa: Let's All Work Together Youth Prevention Specialist will work under the direct supervision of the Behavioral Health Director with oversight by the Health Director.

***Applicants for employment with the Health Center must submit with the completed application form additional documents including the following:**

Letter of Interest
Resume
Credentials
Proof of any Stated Qualifications
Academic transcripts

Application Information:
Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center
Human Resources
9940N County Highway K
Hayward, Wisconsin 54843
715-638-5100
715-634-6107 FAX
healthcenterhr@lcohc.com

The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American Preference will be given to candidates of equal or comparable qualifications.

10/09/2026