

SORNA Coordinator

The Seneca-Cayuga Nation is accepting applications for a SORNA Coordinator. In compliance with the Seneca-Cayuga Nation, Tribal Government Office Employees Personnel Policy, applicants will be solicited from within the Nation, with consideration being given to upgrading the existing staff according to the Nation's Career Development Program. This position is under the supervision of the Executive Director and will build policy, partnerships and execute reporting requirements that assists the Nation to meet the Adam Walsh Act Implementation Requirements. This position will ensure area sex offenders within the Nation reservation area of their lawful requirement to register with the Nation's Sex Offender Registry Office. The Community will also be notified of any known sex offenders in the area and that of offender's compliance with the Adam Walsh Act. Maintains working relationships with offender's parole officers, writes MOU's for maintaining and sharing accurate records. Appears in the courts when required, maintains federal reporting. Coordinates with crime victim advocacy program and provides child protective services. Applicant must have a Bachelor Degree in Criminal Justice, Psychology, Social Work or a minimum of two years experience working with probation/parole or law enforcement . Must have the ability to interview offenders and obtain relevant information, be able to take fingerprints, take DNA samples and communicate effectively. Applicant must be computer literate, pass a drug screen and submit to a background check. Applications are available at 23701 South 655 Road, Grove, OK 74344 and online at www.sctribe.com . Resumes with applications may be submitted to Human Resources or online at cbrown@sctribe.com. Indian/Tribal Preference will be observed. Posted Until Filled.

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