



*The oldest self-governing
Tribe of Indians in the United States*

SHINNECOCK INDIAN NATION

Shinnecock Indian Territory

P.O. Box 5006 Southampton, New York 11969-5006

Phone (631) 283-6143

Email: LizaCoppola@shinnecock.org

Job Title: Health and Community Services – Project Director

Reports To: Tribal Administrator

Status: Part -Time, (5) Hours, June – September 2026, Non-Exempt

Department: Mental Health Emergency Program

Salary: \$31.00/hour

Application Deadline: February 13th, 2026

Position Summary

The Project Director will oversee the implementation and successful completion of the Shinnecock Nation’s Mental Health Emergency Planning initiative, funded by the NYS Office of Mental Health. This role provides strategic guidance, ensures timely deliverables, and supports interdepartmental coordination.

Essential Duties and Responsibilities:

- Provide leadership and oversight for all grant activities and timelines
- Supervise and support the work of the Crisis Coordinator
- Ensure alignment with state reporting and compliance standards
- Liaise with OMH, community partners, and internal tribal departments
- Monitor project goals, outcomes, and impact measures
- Review and approve trainings, community events, and supply distribution
- Submit monthly progress updates and assist in final reporting

Skills, Knowledge and Abilities Qualifications

- Master’s degree in Social Work, Public Health, Tribal Administration, or related field (preferred)
- Minimum 5 years of project management or leadership experience
- Familiarity with Indigenous health, mental health emergency planning, and trauma-informed practices
- Strong communication, coordination, and documentation skills