



FEDERATED INDIANS OF
GRATON
RANCHERIA

****NOTICE OF JOB OPENING****

Job Title: Summer Camp Youth Worker II	Department: TANF
Classification: Non-Exempt	Work Hours: Full-time M-F, 8-5; Includes some overnights
Salary Range: \$20.00-\$25.00 per hour (DOE)	Location: Rohnert Park
SUMMER WORKERS NEEDED SEASONAL POSITION FROM 6/11/2018 TO 8/17/2018 Non-Benefited Position	

Position Purpose:

The Summer Camp Youth Worker II provides direct services and activities, such as art, athletics, math, academic studies, to youth participants based on the mission and goals of the TANF Program and the Tribe's mission; with additional responsibility to assist program coordinators with planning and implementation of programs and services in collaboration with other community-based programs.

Minimum Mandatory Qualifications:

- ❖ Must successfully clear pre-employment testing including, but not limited to, a criminal background check, fingerprinting, and drug test.
- ❖ Bachelor's Degree in Child Development (or related field) or working towards degree in Child Development (or related field)
- ❖ OR 2-4 years progressive experience working with youth
- ❖ OR equivalent combination of education and formal work experience
- ❖ Must be able to work overnight camps

Preferred Qualifications:

- ❖ Assist in planning and implementation of all programs and services to meet program missions and goals
- ❖ Group leadership skills, understanding of group dynamics
- ❖ Experience in organization planning and supervising activities based on development needs of youth
- ❖ Provide transportation in company vehicles to and from program sites
- ❖ Actively communicate to supervisors, staff and program participants about projects and services
- ❖ Maintain a safe and clean environment for youth at all times using professional judgment
- ❖ Assist with administrative duties; accurate attendance reporting, phone calls, copies, mailings, etc.
- ❖ Assist in all Youth and Family department programs and services as needed
- ❖ Maintain a current and valid driver's license and must be insurable
- ❖ CPR and First Aid Certifications

To Apply: Please submit a Tribal Employment Application with your resume and a cover letter detailing your education and experience related to the position advertised. Visit our website at www.gratonrancheria.com to download a copy of the application. Email complete application packet to:

jobs@gratonrancheria.com or mail to
Federated Indians of Graton Rancheria

Attention: Human Resources

6400 Redwood Drive, Suite 300, Rohnert Park, CA 94928

POSITION OPEN UNTIL FILLED

FIGR CITIZENS AND INDIAN PREFERENCE WILL APPLY

Preference in hiring is given to: (1) Qualified Federated Indians of Graton Rancheria Citizens; and (2) qualified American Indians in accordance with Title 25, U.S. Code, Section 472 and 473. Applicants asserting American Indian preference must submit verifying information, such as written confirmation of tribal membership, Certificate of Degree of Indian Blood, or other documentary evidence.