

Hiring changes to promote tribal employment

Human Resources provides a range of services that include Compensation and Benefits, Employment Services, Personnel Services, and Managed Care. The branch is overseen by the Human Resources director, who reports to the Secretary-Treasurer.

Over the recent past months, we have been working on the services that will promote better compliance with Tribal Council resolution 8363/A. Employment Services are primarily intended to do this.

There has been an impending need to address the process used, impacting the tribe's ability to improve compliance with Tribal Council Resolution 8363/A and the overall job application process and services.

It will take time to implement the various segments of services and process.

Effective June 1, 2007, the revised job application form will be implemented, as well as an enhanced application process.

Prospective job applicants will use the revised job application and employers (programs, departments, branches, projects) who are part of tribal government will be using the process.

It will be important for all supervisors, managers, and directors to be part of the effort to improve employment. There will be those who will want to keep doing status quo, but all cooperation and coordination is necessary across the board in order to achieve needed change.

Over time, bias has emerged in job application review, job interview, and job selection processes used by various programs, departments, branches, and projects.

With the implementation of the revised job application, the name of the applicant will be kept within Human Resources-Employment Services, and the enrollment number will be used in processing job applications to the various worksites.

This will greatly impact "how" job applicants are selected because the focus should be on job experience, training, education, and skills. Not based upon 'who you are' or what family you come from.

It has been evident that hiring biases occur routinely throughout the tribal hiring process, even to the point that pre-selection is happening before the position(s) are advertised,

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before fair and unbiased job interviews are conducted, to job applicants never knowing the status of their job application(s), or the status of the hiring paperwork.

The revised process and job application form puts an increased value, focus, and recognition on education, skills, experience, and training.

Individual development plan

Entry-level positions, which are identified to be grades 4 through 8, will be advertised on what will be referred to as "internal job advertisement"—which is meant to be interpreted for only recruitment of Warm Springs tribal members.

It is reasonable that our people be able to be hired in entry level positions if they are motivated to work and have minimum job requirements, as well as feasibility to help the tribe get in better compliance with Tribal Council Resolution 8363/A.

Further, those positions grade 8 and above, can also be filled with Warm Springs tribal members because a mechanism is now in place to be used throughout tribal government, which is called an Individual Development Plan (IDP).

If an applicant does not meet minimum requirements, the IDP provides an avenue and opportunity to plan out training and development needs to help a new hire meet the job requirements during a period of time.

It is one of the goals to have an IDP for all employees. This in turn will drive identification of training and development needs and costs within the tribe so that a 5-year master plan for employee training and development can be completed.

This will also help locate resources and justify training needs. Not many know that back in December, 2006, the Oregon Governor's Rural Policy Staff approached the Employment Services manager expressing interest in what is being done

to prepare and track our tribe's workforce.

Tribes across the country and in the Northwest have not developed what Warm Springs has in the Employment Services area (namely, ability to track 18 and older residents' work status; development of a master skills bank; the IDP process; and finding ways to more fully implement 8363/A).

So yes, Warm Springs is still a leader in particular areas of service and efforts. The Employment Services Manager, Marcia Soliz, will be scheduling orientations for department supervisors and managers about the revised job application and process. These are levels with hiring authority and personnel action authority.

Day labor needs

It was observed by the Employment Services Manager, when talking with people during the recent Job Fair at the Community Wellness Center on April 18, where several hundred local unemployed GA recipients attended, that there is a huge need for day labor jobs and use of crew concept jobs.

Many of our people are fantastic workers when they can work in these conditions. Not everyone has preference to work full-year status. The idea of having a tribal health insurance coverage program would also work well.

Marcia invites each Tribal Council member to stop in to talk about employment needs, efforts underway, Employment Services, and jobs.

She also encourages job seekers and community members to come by. Jobs and employment have been talked about and talked about. It's time to do something.

(Note: The above article was submitted by Tribal Employment Services.)

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