

Non-Tribal applications accepted for Board of Directors

We are now taking applications for Spirit Mountain Board of Directors positions from non-Tribal members. Anyone interested please send your resume for consideration before **May 31, 2000** to Michael J. Larsen, 9615 Grand Ronde Road, Grand Ronde, Oregon 97347. If you have any questions please call Mike at (503) 879-2407 or 1-800-422-0232, ext. 2407.



Clerical job opportunity

A clerical position with light bookkeeping is open at CTGR Trucking in Willamina. High school equivalency and two years experience required. Salary starting at \$9.00 per hour. Interested persons please call CTGR Trucking at (503) 876-4330.

Summer youth employment at Tribal headquarters

Again this year, the Tribe's Youth Education program will be facilitating the Summer Youth Employment program for Grand Ronde Tribal member youth ages 14-17. This is an opportunity for Tribal youth to experience working for the Tribe.

Scheduled work hours are 8 a.m. to noon at 20 hours per week for approximately 8 weeks.

Be watching in *Smoke Signals* for mandatory meeting dates and application deadline. Call Lisa Leno at 879-2224 or 1-800-422-0232.

NATURAL RESOURCES SUMMER OPPORTUNITIES

The Natural Resources department of the Grand Ronde Tribe seeks members for its Summer Youth Crew program. These positions are designed and funded for the purpose of providing enhanced opportunities for youth and/or students.

Youth Crew Leader

\$10.50/hour. Monday-Friday, 8:30-4:30
Approximately 12 weeks starting June 2000

DUTIES: Supervise and provide leadership to a six person summer youth work crew. Youth crew projects may include trail and park maintenance, native tree, forest inventory, or other natural resource and community projects.

QUALIFICATIONS: Must be 19-24 years of age and reside in either Yamhill or Polk County. Experience in the proper use of hand tools. Must be in good physical condition and be able to work in rugged outdoor terrain. Experience in natural resources related work preferred.

REQUIREMENTS: Must furnish their own work boots. A valid Oregon driver's license and safe driving record. Must successfully complete pre-employment background check and drug test.

Youth Crew Member

\$6.50/hour. Monday-Friday, 8:30-4:30
Approximately 8 weeks starting June 2000

DUTIES: Work as a member of a six person summer youth work crew. Youth crew projects may include trail and park maintenance, native tree plantings, forest inventory, or other natural resource and community projects.

QUALIFICATIONS: Must be 16-19 years of age and reside in either Yamhill or Polk County. Must have the ability or experience to safely and properly use hand tools. Must be in good physical condition and be able to work in rugged outdoor terrain. Interest or experience in natural resources related work field helpful.

REQUIREMENTS: Must furnish their own work boots. Must successfully complete pre-employment background check and drug test.

To request an application packet call (503) 879-2396.

CLOSING DATE: FRIDAY, MAY 19, 2000

SUMMER INTERNS: Environmental/Water Quality Fish and Wildlife

\$10.50/Hour. Monday-Friday, 8:00-4:30 — Approximately 3 months starting in June 2000
(1-3 positions depending on funding)

The Tribe's Natural Resources Division seeks summer interns for the Environmental/Water Quality and Fish and Wildlife programs. The positions are designed for the purpose of supporting the Environmental/Water Quality and Fish and Wildlife staff and to enhance the intern's education with work experience in their field of interest.

DUTIES: Stream habitat surveys, stream temperature monitoring, stream mapping using a global positioning system (GPS), plant surveys, and other natural resource related projects.

QUALIFICATIONS: Must be working toward a bachelors degree in an environmental, fish and wildlife, or other natural resource related program. Must be able to work in the Grand Ronde area (approximately 30 miles west of Salem), be in good physical condition, and be able to work in rugged outdoor terrain. Experience in natural resources related work would be helpful but is not required.

REQUIREMENTS: Leather work boots, valid Oregon drivers license, and a safe driving record. Waders will be provided. Must successfully complete a pre-employment background check and drug test.

To request an application call (503) 879-2385 or (503) 879-2395.

CLOSING DATE: FRIDAY, MAY 19, 2000

JOB OPPORTUNITIES

Staff Attorney

GRADE: 21 CLOSING DATE: THURS., MAY 25, 2000

Doctor of Jurisprudence degree from an accredited college of law and a member in good standing or the ability to become a member of the Oregon State Bar. Two years of experience in private practice, government or non-profit advocacy required.

Tribal Court Administrator

GRADE: 18 CLOSING DATE: WED., MAY 31, 2000

Requires a Bachelor's degree in criminal justice, political science, public administration, business administration or a related field. Requires at least one year of management experience, preferably in court administration; three years experience address calendaring or court docketing procedures, interpretation of laws and ordinances in a state, city, Tribal or municipal court arena and multi-project organization. Ability to supervise coordinators of court programs as required by the Judge. Ability to work with highly sensitive and political court policy determinations and adoption that have critical impact or consequences. Requires effective communication both oral and written. Requires a valid driver's license and ability to be insured by the Tribe.

Youth Education Specialist/Tutor (grades 6-12)

GRADE: 7 CLOSING DATE: THURS., MAY 25, 2000

Requires a high school diploma or GED; a minimum of two years of experience working with children in grades six through twelve in an educational setting. Requires familiarity with school district regulations affecting the program. Must have the ability to relate well with children at various age levels and communicate with parents. Requires knowledge and familiarity with Native American cultures; prefer familiarity with Grand Ronde Tribal culture. Requires a valid Oregon driver's license and safe driving record.

Housekeeping Technician (Grand Ronde)

GRADE: 4 OPEN UNTIL FILLED

Requires a high school diploma or GED, with a minimum of 18 months of experience in housekeeping or in a related field. Must have the ability to follow written and verbal instructions, ability to mix and use chemicals properly, and the ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to operate mops, buffer, vacuum, broom, dustmop, carpet cleaner, utility cart, and dishwasher is a must.

Business Office Assistant

GRADE: 3 CLOSING DATE: THURS., MAY 25, 2000

Requires a high school diploma or GED equivalency. Requires a minimum of three months of post high school/GED specialized job skills training in secretarial field or business office systems. Native American employees preferred, knowledge of Native American culture required. Requires ability to use RPMS computer system, fax machine, copy machine, visa machine, 10 key, multi-line telephone.

Temporary Office Assistant

GRADE: 2 OPEN UNTIL FILLED

The primary function of this position is to provide Tribal members the opportunity for on the job training while providing back up support to our Tribal programs and to become efficient and gain the experience necessary to qualify for other positions within the organization. Requires a high school diploma/GED equivalency. Some computer skills desired.



These are only brief descriptions of these positions.
To inquire about job openings or request an application,
please contact the Tribe's JOB LINE:

879-2257 • 1-877-TRIBEGR • www.grandronde.org

BINGO

DAVID TUFTE Special Fund & Bingo Fundraiser June 6

Dave, a maintenance swing shift supervisor at Spirit Mountain Casino, has been diagnosed with brain cancer.

Dave's friends and family are asking for your help. An account has been opened at Bank of America in Willamina for donations, but you may go to any Bank of America bank location to deposit into the "David Tufte Special Fund."

There will also be a bingo fund-raiser on Tuesday, June 6 at the Casino. Tickets are available for \$10 each, contact Kathy Bland at (503) 879-2350 ext. 3736.

Bingo Benefit Night for Veteran's Memorial July 11

Spirit Mountain Casino
For tickets: contact
Lew Younger at 879-3903 or a
Veterans Committee member.

COMPUTER CLASSES

MONDAYS from 1 to 3:30 p.m.
May 22: Quattro Pro, part 2

TUESDAYS from 9 to 11:30 a.m.
May 16: Spreadsheets for
Small Business
May 23: Word Perfect, part 2
May 30: Desktop Publishing
with Printshop

WEDNESDAYS from 9 to 11:30 a.m.
May 17: GroupWise
May 24: Power Point
May 31: Intro to Tribal Network

THURSDAYS from 9 to 11:30 a.m.
May 18: Microsoft Word, part 2
May 25: Macintosh Operating
Systems, part 2

FRIDAYS from 9 to 11:30 a.m.
May 19: Excel, part 2
May 26: Web Page Design

Classes are FREE to Tribal members
and staff. \$10 for non-Tribal.

The Computer Lab and
Business Center are located
upstairs in the Governance Center.

To pre-register call
879-2484 or 879-2476.