



FEDERATED INDIANS OF
GRATON
RANCHERIA

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

Job Title: Youth Worker I	Department: TANF
Classification: Non-Exempt	Work Hours: Part-Time
Salary Range: \$15.00-\$19.00 per hour (DOE)	Location: Rohnert Park

Position Summary:

The Federated Indians of Graton Rancheria's Tribal TANF Program of Sonoma and Marin Counties serves needy Indian families with temporary cash assistance and supportive services. The Youth Worker I provides direct services to youth participants. Outstanding candidates will be passionate about youth development, possess special skills or interests that they are enthusiastic to share, such as artistic or athletic abilities, math comprehension, or have experience working with children of all ages. Youth Worker I will assist in the implementation of all Youth and Family Programs and Services and those in collaboration with other community-based programs.

Minimum Qualifications:

- ❖ *High School Diploma or equivalency and relevant experience working with youth*

Other Qualifications:

- ❖ Group leadership skills, understanding of group dynamics
- ❖ 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 department with administrative duties; accurate attendance reporting, phone calls, copies, mailings, etc.
- ❖ Assist in all Youth and Family department programs and services as needed

Benefits: Must meet eligibility requirements

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.

Reasonable accommodations will be given to qualified disabled applicants pursuant to Section 501 of the Rehabilitation Act of 1973, 29 U.S. Code 791, Title 29, and the Americans with Disabilities Act