

TU' KWA HONE NEWSLETTER

Burns, Oregon

June 08, 2020

Burns Paiute Tribe

100 Pasigo St.

Burns, OR 97720

541.573.8016

TRIBAL COUNCIL CONTACT:

Chairman - Cecil Dick

541.589.5264

Burns Tribal Chief of Police

Alan Johnson—541.589.1030

**Family & Children Services. /
ICWA**

Jody Richards—541-573-8005

Domestic Violence / Assault-

**Teresa Cowing,
541.573.8053 / 541.413.0216**

Police After hours:

**Call Harney County
911**

**Non – Emergency
541.573.6028**

**ALL TRIBAL OFFICES WILL BE CLOSED ON TUESDAY—JUNE 9, 2020
IN OBSERVANCE OF TRIBAL ELDER GRAVESIDE SERVICES**

June 3, 2020



Economic Development Department

Tracy Kennedy—Community Economic Development Coordinator

(541) 573 8014

Committee for Economic Development of the Burns Paiute Tribe

The Burns Paiute Economic Development Department is in search of interested individuals who are interested in being a part of the newly formed 'Committee for Economic Development' for the Tribe. The goal is to develop a committee who will educate, collaborate, advocate, and assist in creating policy for the economic development department and the Tribe as they move toward community goals. The committee shall advise and make recommendations on matters related to economic development, which will ultimately lead to a better quality of life for all members.

NO EXPERIENCE. NO PROBLEM. the Tribe has received a generous grant which has allowed the department to hire a committee consultant. Our Native American Business Network (ONABEN) has been retained to assist with committee development over the next year and will be heavily involved in creating a strong foundation for committee members. If you are interested or want to nominate an individual, please follow this link—all information will be sent directly to ONABEN staff and will be kept confidential:

Nominee Application for the Economic Development Committee

<https://forms.gle/B5nggxZ2rKGeSbvu5>

DEADLINE TO SUBMIT A NOMINEE IS JUNE, 16TH @ C.O.B.



This is a very hard time of the year for everyone around us. We are dealing with the Coronavirus on top of every day usual stuff, which can be very stressful. We have lost several tribal Elders over the last couple of weeks and this causes more stress on top of what we are already dealing with. This makes our everyday life that much harder. Please keep in mind the following and that there is support if it is needed.

There are several different stages of grief and feelings that we go through. Some of us feel them right away and some of us hold onto them. We all go at our own pace.

Be patient with yourself and others and allow each other to deal with emotions and feelings in their own ways.

Support each other when needed.

Cry on each other's shoulders. I always say "crying lets the sad out so the happy can come in"

Reach out for support if needed or you just want to cry on someone else's shoulder because you feel like you have been crying on someone else's too much and just need a different shoulder of strength.

If you need to talk please reach out to

Joellen Billington, I can be reached on my cell and I am willing to come into the office with Social distancing, masks, and hand sanitizer. We can do zoom meetings or just talk over the phone. I can also help you set up an appointment with Symmetry Care if you would like.

Joellen Billington
Alcohol and Drug Program Coordinator, QMHA
Cell 541-589-2380
Office 541-573-8003





Graveside Service for

Charlotte Roderique

JUNE 9, 2020 at 11:00 A.M.

Internment OLD Camp Cemetery

Burns, Oregon

***Memorial will be held later when
(COVID-19) restrictions are lifted.***

Please respect social distancing

No dinner will be provided

The Seven Stages of Grief

BEFORE A LOSS



THE LOSS HAPPENS



AFTER A LOSS

1. SHOCK & DENIAL

Most people react to learning about a loss with numbness and disbelief. You may deny the reality of the loss at some level to avoid pain. Shock provides emotional protection from being overwhelmed all at once. This may last for weeks.

2. PAIN & GUILT

As shock wears off, it is replaced with the suffering of excruciating pain. Although it feels unbearable, it is important that you experience the pain fully and not hide it, avoid it or escape from it with alcohol or drugs. You may have guilty feelings or remorse over things you did or didn't do with your loved one. Life feels chaotic and scary during this phase.



3. ANGER & BARGAINING

Frustration leads to anger. This is a time to release bottled up emotion. You may lash out and lay unwarranted blame for your loss on someone else — try to control extreme overreaction, as permanent damage to your relationship(s) may result.



You may ask "Why me?" or try to bargain in vain with the higher power for a way out of despair ("I will never drink again if you bring him back").

4. DEPRESSION, REFLECTION, LONELINESS

A long period of sadness may overtake you. You might realize the true magnitude of your loss and it will sadden you. You may isolate on purpose, reflect on things you did with your lost one, and focus on memories of the past. You may also sense feelings of emptiness or despair.



5. THE UPWARD TURN

As you start to adjust to life with your loss, your life becomes a little calmer and more organized. Your physical symptoms lessen, and your "depression" begins to lift slightly.

7. ACCEPTANCE & HOPE

In the last stage, you learn to accept and deal with the reality of your situation. Acceptance does not necessarily mean happiness. With the pain and turmoil you experienced, you can never return to the carefree, untroubled YOU that existed before this tragedy, but you will find a way forward.

You will start to look forward and plan things for the future. You will be able to think about your lost loved one in sadness, without wrenching pain. You will once again anticipate some good times to come, and yes, even find joy again in the experience of living.

6. RECONSTRUCTION & WORKING THROUGH

You become more functional and your mind starts working again. You will find yourself seeking realistic solutions to problems posed.



The Seven Stages of Grief by Social Work Tech | Ignacio Pacheco

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Based on work by Wright, J. (2011). *7 stages of grief: through the process and back to life*. Retrieved from <http://www.recoverfromgrief.com>

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Native American Rehabilitation Association of the Northwest, Inc.

NARA NW and the NARA Culture Keeper's
Invite all to a

Day of Prayer and Ceremony
Day of Prayer and Healing
Day of Spiritual Unity

Saturday, June 20, 2020
11:00am (Pacific Standard Time)

Join us as we gather, each of us in our own place,
in spiritual connection together, to pray for strength and healing,
for all of our Native communities and tribes, and for all the people
around the world, as we walk this journey before us.

In your own spiritual way, offer prayer, in ceremony, in meditation, with your
own sacred medicine, in honor of your own spiritual traditions, all hearts together
as one, from all Four Directions.

We join together to offer hope and healing, to lift one another up, to connect to
one another, to bring strength to all those who are in need at this time.



Grab n Go only at Slater from 10:30- 11:30 and BHS 12:00-1:00 Mon-Thursday June 1st and July 30th only.

For **Breakfast and Lunch served at the same time. Children do not need to be present but a relative such as a grandparent, aunt or uncle are allowed to pick up the meals. Must name a child and one set of meals per day.**

Lisa from the library will be with me handing out books on Thursdays for summer reading too.

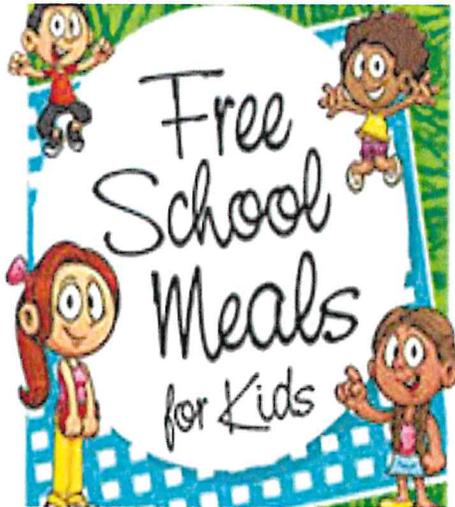
Have a great summer.

Channon Rebeiro

Food Service Director

Harney County School District #3

541-573-71701channonrebeiro@hcsd3.k12.or.us





Burns Paiute Tribe
Application for Covid 19 Assistance

Only one (1) application per household.

Must reside in Harney County

Must be an enrolled member of Burns Paiute Tribe

Must demonstrate need for assistance as it related to the COVID 19 Pandemic

Please note that assistance will be processed within 1 – 2 weeks after application is approved.

Your application will not be processed if not complete.

Name _____ Tribe/Enrollment # _____

Mailing Address _____

Physical Address _____

Phone _____ Message phone _____

Date you were laid off due to Covid 19? _____

Or, date your work hours were affected _____

What type of income have you been living on for the last three (3) months? _____

Members of Household	DOB	M/F	Relationship to HOH	Where Enrolled
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Type of Financial Assistance Requesting (please choose one)

1) Rent – What is your monthly rent? _____

***Please note - Rent would be divided up (by weeks) depending on the day you were laid off.**

Landlord phone number (for verification) _____

Payment of rent can be made to: _____

2) Electric Bill – one time payment of \$150.00 (Will be paid directly to OTECC) Acct # _____

3) Food voucher _____

4) Basic needs (hygiene products, cleaning products, etc) _____

Earned Income & Unearned Income

Is anyone in the household currently working or have they worked in the past 30 days? Yes No

If yes, please identify household members and their earnings

Member #1 _____ Earnings _____

Member #2 _____ Earnings _____

Member #3 _____ Earnings _____

Do you expect to receive or are receiving any of the following listed below.

Earned Income

Wages/Salary Y N Alimony/Child Support Y N Gifts/Contributions Y N

Unemployment Y N Retirement/Pension Y N Social Security Y N

Income Tax Y N Insurance Settlement Y N Lease Income Y N

IF YOU SAID YES TO ANY OF THE FOLLOWING, EXPLAIN: _____

Unearned Income

TANF Y N Food Stamps Y N Commodities Y N

Foster Care Payments Y N Supplemental Security Income (SSI) Y N Other: _____

IF YOU SAID YES TO ANY OF THE FOLLOWING, EXPLAIN: _____

Have you applied for TANF? Y N

Have you applied for other Resources/Programs? Y N

IF YES, EXPLAIN: _____

Statement of Cooperation – Please read in its entirety.

I/We apply for financial assistance/services for the listed members of my (our) household who are in need.

Under 18.U.S.C SS1001, the Federal law concerning fraud states “Whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or devise a material fact, or makes or uses any false writing or documents, knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years or both.”

I/We have read and understand the provision of Federal Law governing fraud.

I/We agree to supply information regarding resources and income and to notify the agency of any changes in my/our situation.

I hereby authorize the Burns Paiute Tribe staff access to any records to verify information given. I consent to any legally authorized investigation for confirmation of information from any State, Federal, or Tribal Offices or other agents so that I am eligible for assistance available through the COVID-19 Emergency Assistance.

Applicant Signature

Date

PLEASE MAIL APPLICATION TO:

**ATTN: JODY RICHARDS
100 PASIGO STREET
BURNS, OR 97720**

FAX TO:

**ATTN: JODY RICHARDS, ER COVID ASSISTANCE
541-573-2323**

EMAIL TO

jody.richards@burnspaiute-nsn.gov

Any question please call 541-573-8005 or 541-589-4595

Official Use:

Amount approved for: _____

Payment made to: _____

Signature of approving staff

Date

SOCIAL SERVICE DEPARTMENT

The Social Service and Prevention Programs are still available for services, please do not hesitate to call. Thank you!

Teresa Cowing – Domestic Violence/Sexual Assault Coordinator – 541-573-8053

Joellen Billington. A & D Coordinator – 541-573-8003

Kristeny Soucie, DV/SA Coordinator – 541-573-8006

Desiree Sam, Child Care and GA – 541-573-8048

**Jody Richards, Prevention and Social Service Needs
541-589-4595**

**Lanette Humphrey, Suicide & Tobacco Prevention
541-573-8002**

Behavioral Health needs - If you are needing to schedule an appt for counseling (Symmetry Care), please call Jody and she can assist you.

Food Distribution Program

Burns Paiute Tribe

Contact: Randall Lewis, Warehouse Manager

541-413-0607

The Food Distribution Program on the Burns Paiute Reservation is a federal program that provides USDA food to low income households living on the reservation and to Native American families residing in our designated area of Harney County, OR. Give Randell a call to make an appointment to apply or pick up an application. There are a variety of foods to pick from for your family!

Hours of operation: Monday 8 am to 5 pm

Tues, Wed, and Thurs 8 am to 3 pm

Friday 8 am to 12 pm

New Income Guidelines Effective October 1, 2019 to September 30, 2020

Household Size	FDPIR Net Monthly Income Standard
1	\$1,208
2	\$1,577
3	\$1,945
4	\$2,324
5	\$2,724
6	\$3,123
7	\$3,491
8	\$3,860
each additional member	\$369



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2020 VIRTUAL TEEN SUMMER READING

TEEN SUMMER READING PROGRAM ACTIVITIES

Kits will be available in front of the library every Thursday from 10 AM to 2PM. Can't make it? Call during our curbside pickup hours to request a kit (Mon - Thurs, 10 AM through 2 PM).

All web-based programs can be found at:
HarneyCountyLibrary.org/TeenSummer

June 1st - 4th (10-2 PM) – Sign ups! Sign up online (HarneyCountyLibrary.org/SummerSignup), call us, text 541-589-1824, or email MissLisa@HarneyCountyLibrary.org with your name, age, grade, and t-shirt size. Shirts are first come, first serve.

Thursday, June 4th – Pick up a kit for **Minute To Win It**. Take it home & watch Miss Lisa do the games on the library webpage.

Friday, June 19th - Monday, June 25th – Virtual Animation Program: Learn animation and stop motion film making with Alex Thomas. The video will be available on our website.

Thursday, July 2nd – This will be Miss Lisa's choice, stay tuned to see what she is up to.

Thursday, July 16th – Pick up a kit to do a painting with Miss Lisa! The video will be available on our website.

Thursday, July 30th – **The Science of Energy Drinks**. Pick up a kit & do experiments with energy drink. Follow the video that is on our website.

Monday, August 3rd – **Reading minutes are due**. Winners will be announced August 10th.



**HARNEY COUNTY
LIBRARY**

HarneyCountyLibrary.org
MissLisa@HarneyCountyLibrary.org
541-573-6670
facebook.com/harneycountylibrary

Imagine Your Story



SUMMER READING PROGRAM ACTIVITIES

Kits will be available in front of the library every Wednesday from 10 AM to 2PM. Can't make it? Call during our curbside pickup hours to request a kit (Mon - Thurs, 10 AM through 2 PM).

All web-based programs can be found at:
HarneyCountyLibrary.org/Summer

June 1st - 4th (10-2 PM) – Sign ups! Sign up online (HarneyCountyLibrary.org/SummerSignup), call us, text 541-589-1824, or email MissLisa@HarneyCountyLibrary.org with your kids' name, age, grade, and t-shirt size. Shirts are first come, first serve.

Wednesday, June 3rd – The Dancing Unicorn will have a digital show for us on our webpage. Get your unicorn kit at the library & go on a hunt. Hidden all around the county are unicorns, see how many you can find.

Wednesday, June 10th – Bug day - Grab a bug kit, go outside, and find some bugs. Miss Lisa will have a video on our web page about some new bugs she has been collecting over the last year and also some caterpillars in the library.

Wednesday, June 17th – Traveling Lantern will have a digital show, *Greek Mythology*, on our webpage.

Wednesday, June 24th – Sorry Miss Lisa can't squirt you with the hose this year but you can pick up a water kit and take it home for some water fun of your own.

Wednesday, July 1st – This week is Miss Lisa's choice; stay tuned to see what she is up to.

Wednesday, July 8th – Lizards, snakes and amphibians! Pick up a craft kit and watch a special guest on our website.

Wednesday, July 15th – Teresa from the Audubon Society will be doing a digital show and tell on our website.

Wednesday, July 22nd – We have a special guest who is going to read you monster stories on our website.

Wednesday, July 29th – The University of Oregon is doing a show for us - *Virtual Engineer It! Exploring Ancient Technologies* on our website.

Monday, August 3rd – **reading minutes are due.** Last day to turn in your reading minutes! Winner announced Monday, August 10th.

2020 VIRTUAL SUMMER READING



**HARNEY COUNTY
LIBRARY**

HarneyCountyLibrary.org
✉ MissLisa@HarneyCountyLibrary.org
f facebook.com/harneycountylibrary

541-573-6670



Tu-Wa-Kii Nobii Summer School 2020

July 20th-30th Each Monday @ 10:00a.m. you will be able to pick up your child's grade packet , on porch of Tu-Wa-Kii Nobii.

Teacher: Stephanie Lardy is available for help with assignment's by phone : 503-680-0004

Parents: When your student completes their packet. Return their work to bin at Tu-Wa-Kii Nobii so Mrs. Lardy can grade it.

The Harney County Outreach has donated books.

Any questions please call. Elise 573-1572 or Vanessa 573-8007

"Social Distancing" is still in effect gloves will be provided for you to look through books to keep at home. please be safe and stay healthy!



Burns Paiute Tribe Higher Education Application for Academic Year 2020-2021

Application Deadline: July 20, 2020

- If you are a higher education student for the 2020-2021 academic school year, please submit your Burns Paiute Tribal Higher Education application by July 20, 2020. Every academic year, an application must be submitted to the Burns Paiute Tribe's Education Program.
- Application are available online from the tribal website or please contact the Education Office.
- Online Application: <https://www.burnspaiute-nsn.gov/index.php/resources/education/125-burns-paiute-higher-education-adult-vocational-training-application-instruction-packet/file>
- Students must be in full-time status with 12+ credit hours.
- If you have any questions or need additional information, please contact the Education Program.

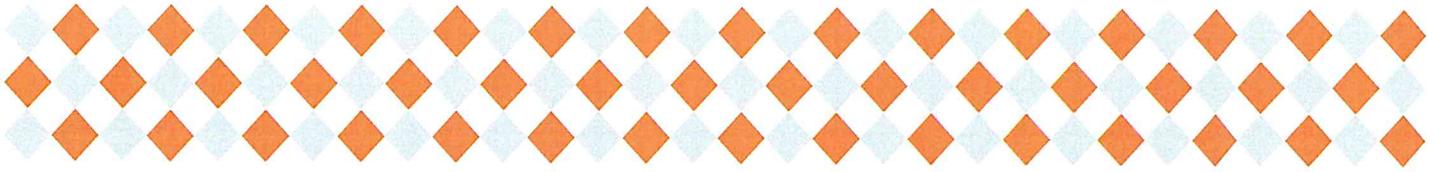
Telephone: 541-573-8007

Education Coordinator: Vanessa Bahe

Email: Vanessa.Bahe@burnspaiute-nsn.gov

Hours: Mon-Wed, 8:30 a.m.—5:00 p.m.





Are you interested in a technical / vocational certificate or degree?

Please contact the Burns Paiute Tribe's Education Program for an application or information.

- Note: An application can be downloaded from the Tribe's website. Burns Paiute Higher Education Adult Vocational Training Application Instruction Packet: <https://www.burnspaiute-nsn.gov/index.php/resources/education/125-burns-paiute-higher-education-adult-vocational-training-application-instruction-packet/file>

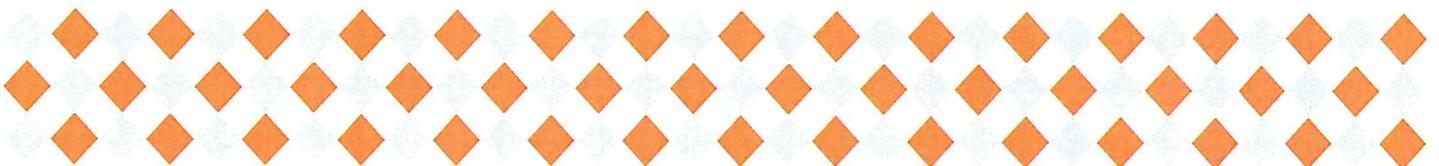
Contact Information:

Vanessa Bahe, Education/Employment Assistance Coordinator

Telephone: 541-573-8007

Email: vanessa.bahe@burnspaiute-nsn.gov

Hours: Monday-Wednesday (8:30 AM to 5:00 PM)



TWO SPIRIT



For hundreds of years, people who've identified as two-spirit are people who identify with both man and woman characteristics. Two-spirits have been recorded in over 130 tribes throughout history. In some communities, two-spirits at the age of puberty were given the "basket and bow" choice which meant that if a male-bodied two-spirit picked up the bow they would live their life as a "man" but if they picked up the basket they would continue living as two spirit.

Families who had a two gendered relative were considered as privileged. Male bodied two-spirits occupied important roles in their tribes such as healers, nurses, ect... Despite being greatly respected but also feared, two-spirits weren't given any special treatment. In some communities for example, two-spirits were mostly seen as healers and if their cures resulted in the death of the patient, they were often killed. In some cases they were even accused of witch craft.

When the Europeans arrived in America, they did not have the same views on gender as the Native Americans. Their opinions were against such behaviors which were considered as immoral and unnatural. They tried to influence their idea of what gender binary was on tribes. In result, homophobia and transphobia gained influence in Native American Tribes, the respect for two-gendered and same sex love lessened. Two-spirits were forced to adapt to their birth sex gender roles. They were forced by Christians, the government and even their own community to do so. Those who found themselves unable to live a lie either disappeared or took their own life.

Nonetheless, since Native Americans started proclaiming their cultural pride back in 1960's and the rise of LGBTQIA movements that appeared around the same time, respect for two-gendered people started to grow once more in communities. As a matter of fact since the 1990s Native Americans have rejected the offensive term "berdache", to replace it with the term TWO-SPIRITED.

Domestic Violence & Sexual Assault Program Office (541)573-8053
Cell (541)413-0216

Parents; here is some great information! Please read! JUST THE FACTS ON UNDERAGE DRINKING!

Starting a conversation: Kids and Alcohol

If you're looking for a way to help kids and teens steer clear of drinking, one of the best things you can do is talk to them. Kids are much less likely to tune you out if they feel like they're part of the conversation. Resist the urge to lecture.

WHAT CAN YOU DO?

Ask Questions

What would you do if someone offered you alcohol?
Have you ever tried alcohol?
Do you ever feel pressured to drink alcohol?

Use movies and TV to start a conversation.

Movies and TV shows often portray teen drinking as a rite of passage. If drinking comes up while they're watching TV, ask a few questions: Do you think this movie makes drinking look cool? Or, Do you think these characters are good role models? And, What would you do if you were in that situation?

Remind them that it's illegal.

Make sure kids and teens know that if they drink, they're not just breaking your rules – they're breaking the law. Discuss your state's drinking age, and talk about the consequences of underage drinking: Community Service, Getting kicked off your sports team, losing your license, college entry, etc.

THE DO'S AND DON'TS WHEN TALKING TO KIDS ABOUT ALCOHOL

Do's

Set clear rules about drinking
Set a good example.
Teach them healthy ways of dealing with stress
Encourage them to join in extracurricular activities

Don'ts

Don't lecture.
Don't assume that one talk is enough.
Don't wait until you catch your kids drinking to think of a punishment.
Don't ignore your instincts, if you suspect that a kid is drinking, talk to them.
Don't let them drink in your home. Social hosting is illegal.

REFUSAL TIPS FOR KIDS

It's not always easy for a kid to keep their cool in the face of peer pressure. Give them a few suggestions on how to say "NO" like:

Sorry, I have to drive tonight.

No way, my mom will kill me if I come home smelling like alcohol.

- What are some other ways to say no?

***From the Prevention Department – Jody Richards 541-573-8005, info from PRIMO Prevention.**



love is respect org

OREGON STATE REPORT

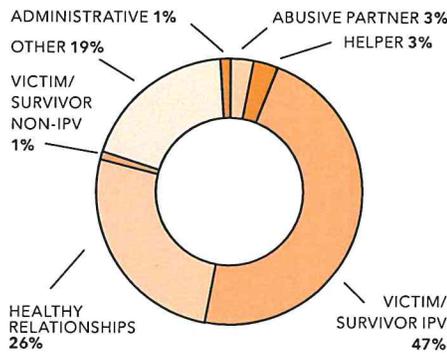
Based on loveisrespect contacts documented
January-December 2019

In 2019, loveisrespect documented **353** contacts from Oregon. The state ranks 20th in terms of contact volume. loveisrespect provides crisis intervention, safety planning, referrals and DV and healthy relationship education for these contacts.

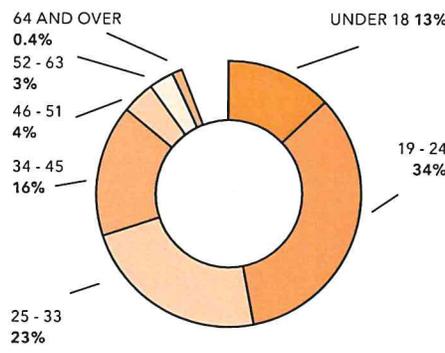
	Phone	123
	Chat	174
	Text	56
	Total	353

WHO IS CONTACTING LOVEISRESPECT FROM OREGON?

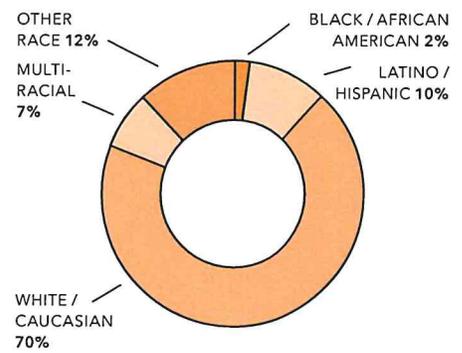
Due to rounding of our data calculations, these numbers may not equal 100%



CONTACT TYPE
353 DISCLOSED TYPE



VICTIM/SURVIVOR AGE
225 DISCLOSED AGE



CONTACT ETHNICITY
329 DISCLOSED ETHNICITY

CONTACT TYPE DEFINITIONS:

Victim/Survivor Intimate Partner Violence (IPV): A contact who has experienced abuse by an intimate partner and is looking for information, resources, emotional or other support regarding the abusive relationship.

Victim/Survivor Non-IPV: A contact who has experienced abuse from anyone other than an intimate partner (i.e. parent, sibling, caretaker), and is looking for information, resources, or support regarding the abuse.

Healthy Relationship Inquiry: A contact discussing intimate partner relationships who is not experiencing a pattern of abusive behaviors.

Abusive Partner: A contact who engages in a pattern of behavior to establish power and control over an intimate partner.

Other: A contact who is not currently experiencing violence and has needs outside the scope of healthy relationships or intimate partner violence services.

NOTE: This contact type excludes wrong numbers. Contacts may report one or more types of abuse.

TOP 10 CITIES BY CONTACT VOLUME

City	%
Portland	59%
Eugene	7%
Salem	6%
Beaverton	3%
Corvallis	3%
Bend	2%
Hillsboro	2%
Medford	1%
Roseburg	1%
Springfield	1%

WHAT VICTIMS ARE EXPERIENCING

96%

EMOTIONAL/ VERBAL ABUSE

Behavior that isn't physical, which may include verbal aggression, intimidation, manipulation, and humiliation, which most often unfolds as a pattern of behavior over time.

45%

PHYSICAL ABUSE

Non-accidental use of force that results in bodily injury, pain, or impairment. This may include being slapped, burned, cut, bruised, or improperly physically restrained.

19%

ECONOMIC/FINANCIAL ABUSE

When one intimate partner has control over the other partner's access to economic resources, which diminishes the victim's capacity to support themselves.

19%

DIGITAL ABUSE

The use of technologies such as texting and social networking to bully, harass, stalk, or intimidate a partner.

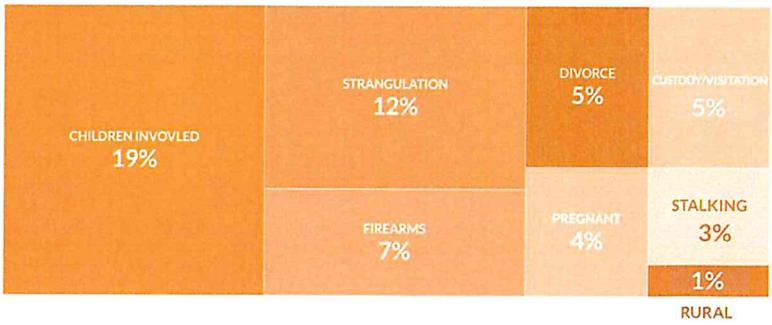
27%

SEXUAL ABUSE

Non-consensual sexual interaction through coercion, guilt, or force. This may include pressure to engage in sexual activity, refusal to use contraception, or demanding of sexual images or video.

165 DISCLOSED EXPERIENCES

MOST COMMONLY DISCLOSED FACTORS BY VICTIM/SURVIVORS



VICTIM/SURVIVOR NEEDS COMMONLY REQUESTED SERVICES:

DV SHELTER	16	9%
LEGAL ADVOCACY	28	17%
INDIVIDUAL PROFESSIONAL COUNSELING	62	37%
SUPPORT GROUPS	38	22%
LEGAL REPRESENTATION	5	3%
PROTECTIVE/RESTRAINING ORDER	4	2%

REFERRALS TO LOCAL SERVICE PROVIDERS

173

OFFERS TO DIRECT CONNECT

30

OFFERS ACCEPTED

8

REFERRALS TO OTHER RESOURCES

164

Best practice is to refer each contact to 3 resources.

MOST-REFERRED RESOURCES

- 1 SCARLETEEN
- 2 WOMENSLAW.ORG
- 3 GOODTHERAPY.ORG
- 4 AUNT BERTHA
- 5 211 - UNITED WAY

Providers are direct providers of domestic violence services, offered in their local community free of charge to victims/survivors.

Resources are social service agencies or informative programs. They are not domestic violence specific, and they can be either statewide or nationwide.



ELECTION NEWS

NEWSLETTER – May 28, 2020

*General Council for nominations as well as Election Day may change due to Covid 19.
We apologize for the late notice due to Covid 19, we the election committee is waiting for council
and napols to make a decision of next general council date.*

GENERAL COUNCIL: June 3rd, 2020 until further notice.

ELECTION DAY : August 11th, 2020 until further notice.

Burns Paiute Tribal Elections will be held on August 13, 2019 at the Burns Paiute Tribal Courtroom on the Burns Paiute Reservation. Polling will be open from 10:00 am to 7:00 p.m. Any person waiting in line to vote at 7:00 p.m. may vote, but no one who arrives at the polling place after 7:00 p.m. will be permitted to vote

Council member terms that are up: Charisse Soucie & Diane Teeman, these seats are three (3) year terms.

ABSENTEE BALLOTS

A registered voter may request an absentee ballot for himself or herself, for any reason. No person may request an absentee ballot for another.

Please contact for an absentee ballot: Lindsey Dick (541)573-8097, 100 PaSiGo Street, Burns, OR 97720. Email is bptelections19@gmail.com.

- (a) Any registered voter may request an absentee ballot, for any reason. **No person may request an absentee ballot for any other person.**
- (b) Absentee ballots may be requested only from the Election Board member or members who have been designated to process absentee ballots.
- (c) Absentee ballots may be requested by the registered voter in person, or by mail. Email, fax, or telephone. Absentee ballots will not be issued after the deadlines set forth in this section.
- (1) Absentee ballots may be requested in person up to 5 business days before the Election Day.
- (2) Absentee ballot requests that are sent by mail, email, fax, or telephone must be received by the Election Board at least 10 business days before Election Day.
- (d) Ballots shall not be e-mailed or faxed to a voter and may not be returned by e-mail or fax.
- (e) Absentee ballots shall be included in a packet that contains the following:
 - (1) A Ballot;

- (2) A preaddressed outer envelope for mailing back the ballot, which includes lines and instructions for the voter to print and sign his or her name; and
- (3) Instructions for completing and returning the ballot shall be substantially similar in format to the instructions include in Appendix D, and shall state that:
 - (A) The voter should mark the ballot; as instructed on the ballot, and enclose the ballot in the pre-addressed return envelope;
 - (B) The voter must sign and clearly print his or her name on the envelope. Ballots returned in unsigned envelopes will not be counted;
 - (C) To be counted, absentee ballots must be returned as follows;
 - By mail: Received at the designate P.O. Box or mailbox for absentee ballots on or before Election Day; or
 - Hand- delivered: Delivered to the Election board, at the polling place on Election Day, between 10:00 AM and 7:00 PM. Absentee ballots may only be delivered by the voter who requested the ballot. **Hand delivered ballots delivered by any other person, or delivered before Election Day, will not be accepted.**

VOTER REGISTRATION FORM

To register to vote, please submit this Voter Registration Form to the Election Board.
To be eligible to vote on Election Day, the Election Board must receive this form at least 5
business days before Election Day.

Name: _____ Date of birth: _____

Address: _____

I hereby certify that I am an enrolled member of the Burns Paiute Tribe, and that I will be at least 18 years of age on the date of the next election.

Signature Date

Please choose one of the following methods to verify your signature:

IN PERSON: I am submitted my Voter Registration Form to the Election Board *in person*.
The following Election Board member obtained a copy of my ID, confirmed my identity, and
witnessed my signature on this form:

Signature of Election Board Member Date

BY MAIL, FAX, OR EMAIL: To prove my signature (*please check one*):

I am enclosing a legible copy of one of the following documents, which clearly shows my
signature:

- Tribal Identification Card;
- Driver's License;
- State-issued Identification Card; or
- Passport.

A Notary Public witnessed my signature on the Voter Registration Form and confirmed
my identity. His or her seal and signature is included below.

Signature of Notary Public Date

Burns Paiute Tribe, ATTN: Election Board, 100 Pasigo St., Burns, OR 97720
Fax: (541) 573-2323;

APPENDIX C: SIGNATURE VERIFICATION FORM

SIGNATURE VERIFICATION FORM

The Burns Paiute Tribal Election Ordinance requires any person wishing to vote in a Tribal election to have an up-to-date Voter's Registration Form and Signature Verification form on file with the Election Board. These forms must be submitted to the Election Board no later than ten (10) days prior to the election.

Please choose one of the following methods to verify your signature:

- IN PERSON:** I am submitting this form to the Election Board in person. An Election Board member has witnessed my signature and confirmed my identity.

Name and Signature of Election Board Member

Date

- BY MAIL, FAX, OR OTHER MEANS:** I am submitting this form to the Election Board by mail, fax, or other means. To provide verification of my signature (please check one):

- I am enclosing a legible copy of one of the following forms of valid identification, which clearly shows my signature:

- Tribal Identification Card;
- Driver's License;
- State-issued Identification Card; or
- Passport.

- A Notary Public has witnessed my signature and confirmed my identity. His or her seal and signature is included below.

Signature of Notary Public

Date

- Other (*please explain*):

Name (*please print*): _____

Signature

Date

2020 Voter Registration List

Burns Paiute Tribe

1	Adams, Chester Dean	30	Hainline, Lee
2	Adams, Thomas	31	Hawley, Betty Lou
3	Adams, Zachary	32	Hawley, Derek
4	Bahe, Vanessa	33	Hawley, Eric
5	Barney, Ernest	34	Hawley, Paulette
6	Barney, Shayla	35	Hawley, Sara
7	Beers, Andrew	36	Holliday, Bucki
8	Beers, Beverly	37	Holtby, Dillon
9	Caponetto, Elisha	38	Holtby, Rhonda
10	Cook, Sean	39	Hoodie, DeWayne
11	Cress, Tippy Teeman	40	Hoodie, Lyle
12	Deboard, Anna	41	Hoodie, Maureen
13	De La Rosa, Deborah	42	Hoodie, Tyrone
14	De La Rosa, Devree	43	Jim, Michael
15	De La Rosa, Jose Jr.	44	Jim, Rodney
16	Defender, Bradley	45	Johnson, Aurelia
17	Dick, Cecil	46	Johnson, Wanda
18	Dick, Kenton	47	Kennedy, Aaron
19	Dick, Leland	48	Kennedy, Chandell
20	Dick, Lindsey	49	Kennedy, Christopher
21	Dick, Marlon	50	Kennedy, Keith
22	Dick, Sonya	51	Kennedy, Jarvis
23	Garcia, Krystal	52	Kennedy, Laura
24	Garcia, Shakina	53	Kennedy, Roxanne
25	Garcia, Sheena	54	Kennedy, Nathan
26	Garcia, Stephen	55	Kennedy, Taylor
27	GhostDog, Sarah	56	Kennedy, Tracy
28	GhostDog, Thomas	57	Kennedy, Vernon
29	Gonzalez, Vanessa	58	Lewis, Randall

59	Lewis, Vincent	92	Soucie, Charisse
60	Melvin, Cheryl	93	Soucie, Kristeny
61	Norris, Rhiannon	94	Soucie, Timothy
62	Peck, Myra	95	Teeman, Bernadette
63	Proctor, Cynthia	96	Teeman, Bridget
64	Proctor, Rebecca	97	Teeman, Carla
65	Purcella, Anthony	98	Teeman, David
66	Richards, Dawnida	99	Teeman, Diane
67	Richards, Jody	100	Teeman, Ernest
68	Richards, Shelley	101	Teeman, Gilbert
69	Richards, Todd	102	Teeman, Hattie
70	Rodriguez, Jennifer	103	Teeman, Justin
71	Rodriguez, Judy	104	Teeman, LeAnne
72	Rodrique, Charlotte	105	Teeman, Lonnie
73	Sam, Avery	106	Teeman, Martha
74	Sam, Brenda	107	Teeman, Nora
75	Sam, Brett	108	Teeman, Twila
76	Sam, Bruce	109	Teton, Lanada
77	Sam, Clifford	110	Teton, Maria
78	Sam, Desiree	111	Todd, Elisa
79	Sam, Donna	112	Townsend, Fredrick
80	Sam, Garrett	113	Underwood, Caroline
81	Sam, Jane	114	Zacarias, Adelita
82	Sam, Jerry	115	Zacarias, Bernardo
83	Sam, Mariah	116	Zacarias, Christina
84	Sam, Selena	117	Zacarias, Darlene
85	Samor, Lucas	118	Zacarias, Derek
86	Serna, Karen	119	Zacarias, Dorene
87	SkunkCap, JoEllen	120	Zacarias, Florentino
88	Smartt, Alyssa	121	Zacarias, Isac
89	Snapp, Ambrosia	122	Zacarias, Joel
90	Snapp, Rachel	123	Zacarias, Latoya
91	Snapp, Yolonda	124	Zacarias, Manuel

- 125 Zacarias, Marcus
- 126 Zacarias, Margarita
- 127 Zacarias, Nastassia

General Manager

Job Title:	General Manager
Department:	Burns Paiute Tribal Council
Reports to:	Burns Paiute Tribal Council
FLSA Status:	Full time/permanent (+ benefits after probationary period)
Opens:	Feb 26, 2020
Closes	Open until filled (1 st consideration given to applications received by March 26 th , 2020)
Salary:	\$80,000-\$110,000.00 DOE

POSITION OBJECTIVES:

The General Manager (GM) provides the planning, organization, coordination, monitoring, and direction necessary to ensure effective administrative operations and programs of the Burns Paiute Tribe (BPT) based on existing Tribal goals, strategies, and objectives, within compliance with all applicable Tribal and Federal policies, regulations, and procedures. Furthermore, the GM ensures the organization's structure (table of organization) properly aligns with these goals, strategies, and objectives, including all related Human Services and program delivery requirements. Finally, the GM ensures that the staff is competent and receives any-and-all necessary training required to effectively do the work required by their jobs. It is the GM's responsibility to maintain the highest service level possible within the staffing and financial limits of the BPT.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Ability to promote the Burns Paiute Tribe's mission, vision, values, goals, and objectives in order to establish unity amongst staff. Must be able to provide constructive assistance in the resolution of interpersonal and interdepartmental misunderstandings, conflicts, etc.
2. Ensure development and any appropriate and necessary updating of a five-year strategic plan for the BPT and gain Council approval of the plan.
3. Coordinate the development, understanding, support, updating, and evaluation of annual tribal goals, strategies, and objectives based on the Council-approved BPT Strategic Plan.
4. Periodically evaluate and make necessary changes in the organization structure and operations to ascertain proper alignment with Tribal goals, strategies, and objectives. Ensuring that all staff is trained, competent, and effectively working to pursue and meet these goals, strategies, and objectives.
5. Knowledge and understanding of the meaning and significance of Indian Treaties, federal Trust responsibilities, Tribal-state relations, Tribal Self-Determination and sovereignty with the ability to work harmoniously with the Burns Paiute Tribal community and workforce.
6. Continuously evaluate tribal policies, regulations, and procedures. Propose and make any needed changes after gaining Council approval as appropriate.
7. Ensure preparation and gain approval for an annual tribal budgetary process and budget sufficient to pursue and meet tribal goals, strategies, and objectives, including making any needed changes in and/or complying with associated policies, regulations, and procedures.
8. Provide oversight and general supervision to all departments by working collaboratively with 2nd level managers to prepare and implement operational and program budgets plans.
9. Monitor compliance with all applicable tribal and federal policies, regulations, and procedures. Take corrective action as may be necessary and appropriate.
10. Assist staff in identifying funding resources for tribal programs and services, including capital projects and enterprises that align with the strategic direction of the BPT.
11. Oversee and provide guidance for the preparation, submission, negotiation, implementation, and monitoring of grants, contracts, and cooperative agreements between the BPT and other entities. Ensure that all grants, contracts, and cooperative agreements are managed in compliance with applicable tribal and federal policies, regulations, and procedures.
12. Oversee the planning, development, and completion of all capital projects, including land acquisition.
13. Oversee and provide guidance in managing employee performance and other personnel matters in accordance with the Employee Policy Manual, Tribal Governance Law, the Constitution of the BPT, and applicable federal laws, regulations, and guidelines.

14. Organize and hold regular, semi-annual work sessions (or more frequently if needed) to inform and keep Council members reasonably and formally up to date on tribal strategic issues, goals, achievement, the status of projects, and other information needed to help ensure the quality of their deliberations and effectiveness of their decisions.
15. Ensure provision of needed support services to the General Council and Tribal Council, including any Council-appointed committees.
16. In coordination with the Tribal Council, help ensure and support the development of appropriate and needed relationships with other tribes, government agencies, and organizational entities.
17. In coordination with the Tribal Council, serve as an official spokesperson (Point-of-contact) to the media regarding tribal plans, events, issues, etc. Ensure that any staff authorized to have media contact are adequately informed about the topic to be addressed and can communicate effectively.
18. Perform other duties as may be prescribed by the Tribal Council.

SUPERVISORY CONTROLS:

The Tribal Council outlines overall objectives in accordance with the policy and identifies limitations such as those imposed by budgeting, special areas of sensitivity, etc. The general manager selects techniques, methods, and procedures for accomplishing assignments, keeping the supervisor/Tribal Council informed of developments. Issues of concern may involve controversial and/or sensitive social, political, environmental, or social problems.

The General Manager's analyses, recommendations, and suggestions must be technically correct and consistent with overall policies and the attainment of tribal program management targets and objectives.

QUALIFICATIONS:

- Master's Degree in public administration, business administration, or a closely related field from an accredited university preferred.
- Bachelor's degree in public administration, business administration, or related field, REQUIRED plus ten (10) or more years of successful administrative/management work experience (tribal preferred), including strategic planning, policy analysis, organization change, budget development and financial management, performance management system development, public relations and board-of-control relations.
- Five or more years of successful experience managing an organization of 50 or more employees.
- Demonstrated knowledge of organizational development and change principles and techniques.
- Ability to guide the Tribal Council in identifying governance issues and opportunities and propose alternative solutions/options for policy and other decisions.
- Demonstrated skill in grant writing/management and contract development/management.
- Successful experience in capital project planning, funding, and development.
- Possess a clear understanding of the importance of tribal natural/cultural resource preservation and methods to achieve it.
- Strong oral and written communication skills, with the ability to effectively communicate with staff, tribal members, federal, state, and local governmental officials, the media, and general public.
- Demonstrated understanding of the principles of federal Indian law, including tribal sovereignty, federal trust responsibility, tribal-state relations, tribal self-determination, and tribal history.

OTHER REQUIREMENTS:

- Must submit to and pass a drug test.
- Must submit to a criminal background check
- Must possess a valid driver's license
- Must provide three (3) years of driving record.

DISCLAIMER:

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job. Other duties may be assigned.

INDIAN PREFERENCE:

Indian preference will be given to candidate showing proof of enrollment in a federally recognized tribe. In the absence of qualified Indian applicants, all applicants not entitled to or who fail to claim Indian Preference will receive consideration without regard to race, color, creed, sex, age, religion, or national origin.

HOW TO APPLY:

Return completed Burns Paiute Indian Tribe Application and cover letter to:

Burns Paiute Tribe
BPTTribalCouncil@burnspaiute.onmicrosoft.com

Tribal Council
100 Pasigo Street
Burns, OR 97720

Application for employment available at 100 Pasigo Street, Burns, OR 97720 Monday - Friday 8-5 pm, or request one via email: tammi.holliday@burnspaiute-nsn.gov

You may also download an application here: [BPT Application](#)

HUD/NAHASDA Housing Director

Work Schedule: 20 hours per week to be determined later

Compensation: (DOE) Non-Exempt Employee

Directly Reports to: General Manager

Position Opens: March 16, 2020

Position Closing Date: Open until filled

Job Summary:

The successful candidate for this position is responsible for planning, development, administering and coordinating all phases of the Tribal Housing operations, which include (but are not limited to): accounting/reporting, operations and maintenance, securing funding, enforcing any and all regulations related to the Housing Department. Additionally, the director develops strategies to meet the services needs of the area, accounting, security, and tenant developments pursuant to HUD/NASDA and the Burns Paiute Tribe Housing Policies and Procedures.

Duties and Responsibilities:

- Responsible for management of Mutual Help, lease purchase and low rent housing in the organizations housing inventory
- Knowledge of rules and regulations governing Native American Housing programs and services
- Performs duties in accordance with NAHASDA regulations and program guidance and housing policies and procedures
- Updating and development of policies and procedures that could affect the efficient and effective operation of the housing management department
- Planning, development, and implementation of housing management services outlined in the IHP/APR
- Develop and provide training to homebuyers in Federal regulations, MHO Agreements, housing policies, upkeep and maintenance, personal budgeting, and related activities to ensure housing unit is properly maintained.
- Establish and maintain files and records of all field counseling sessions, mandatory counseling sessions, court cases and related legal proceedings
- Updates waiting list to ensure qualified Burns Paiute Tribal members receive preference in selection process
- Assist in the determination of applicant eligibility
- Maintains waiting list of eligible applicants
- Selects eligible applicants when housing unit become available
- Notifies applicants of selection and approval
- Develops and administers annual budgets with approval from the General Manager
- Works with outside agencies, contractors, federal, state and tribal officials, represents tribal housing at national and regional conferences and meetings
- Sets work priorities, participates in hiring of new staff, selects and orders new equipment, and supplies to complete jobs
- Must have a good rapport with local Indian community
- Oversees housing site development and construction of HUD homes
- Computes payments for annual re-certification
- Conducts annual recertification counseling
- Processes delinquent accounts
- Schedules mandatory counseling for non-compliance of agreements
- Negotiates payback agreements
- Enforces housing collection policies
- Implements administrative remedies prior to any legal action
- Files legal notices - termination, vacate, force entry, and eviction
- Represents the tribal program in any legal or court proceedings

- Ensures that any vacated unit is properly inspected and renovated
- Coordinated inspections, repairs, maintenance with Force account and Maintenance Department
- Provides tenant orientation on their responsibilities and obligations prior to entering into lease agreement
- Performs other duties as assigned

Experience and skills required:

- Must have a valid driver's license, and ability to be covered by tribal insurance
- Must be able to administer HUD and NAHASDA guidelines
- Excellent verbal and written communication skills
- Contractor's license desired, but not required
- Must have knowledge of all phases of construction process
- Position requires time management skills and the ability to work well with varied levels of people/customers

Education and Requirements:

- Must have a high school diploma or GED
- Bachelor's Degree preferred/related experience and/or training commensurate
- Must pass a pre-employment drug and alcohol test
- Applicant will be required to authorize a background check per Burns Paiute Employee Manual. Failure to complete the form will disqualify the applicant for consideration for the position
- Indian preference will be given to applicants showing proof of enrollment in a federally recognized tribe. In the absence of a qualified Indian applicant, all qualified applicants not entitled to or who fail to claim Indian Preference will receive consideration without race, color, creed, sex, politics, age, religion or national origin.

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:

Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Family and Child Services Director

Work Schedule: Monday - Friday 8:00a.m. - 5:00 p.m.

Compensation: (DOE)/Exempt Employee

Excellent Benefit Package: Dental, Medical, Vision and Retirement

Directly Reports to: General Manager

Position Opens: March 16, 2020

Position Closing Date: Open until filled

Position Summary:

The Family and Child Services Director acts in a key supportive leadership role within the Burns Paiute Tribe whose primary responsibility is the oversight of the Tribe's Social Services. The Director provides guidance to the General Manager in planning Family and Social Services strategies, goals, initiatives and structure in alignment with the Tribe's values and vision. The Director is responsible for budgetary and performance measures, achievement of goals and strategies, grant writing and reporting, and results of monitoring functions. The Director acts on behalf of the Tribe as the facilitator of the Child Protection Team and Adult Protective Services and oversees establishing protocols for the Teams and for staffing cases brought forward. This position works towards and encourages collaboration with the Tribe's programs and outside agencies to carry out optimal Tribal member care and support services while protecting and maintaining the confidentiality of all clients.

Duties and Responsibilities:

- Responsible for the operations of designated Social Services & departments, to include, operational planning, award & funding compliance, budgets, and records management
- Recruit, hire, oversee, evaluate, and train key positions within the Social Services Department and manage supervisory personnel
- Update and or develop procedures for Social Services programs which include but are not limited to: General Assistance; Child Care Program; Juvenile Crime Prevention Program; Domestic Violence Awareness Program; BIA Social Services Program; BIA Indian Child Welfare Program.
- Assists with program referrals to other Tribal services or community programs
- Regularly reviews all cases to ensure quality and adherence to local, state and federal guidelines or regulations
- Responsible for efficient and effective utilization of Social Services programs' resources
- Provides guidance, mentoring and support to Social Services management staff
- Responsible for services and quality assurance in the Family and Social Services programs, and resolution of concerns
- Ensures workplace safety guidelines are followed
- Ability to develop and maintain relationships with Tribal Community Members. This includes elders and all those that reside on the reservation, and the surrounding areas. Relationship building is key in this position, especially in child welfare cases or domestic violence crisis.
- Develop and maintain relationships with Tribal community partners and all Tribal departments and programs including and not limited to: Tribal Police, Tribal

- Courts, Tribal Housing, Natural Resources, Tribal Administration, Tribal Education, Tribal Culture & Heritage Programs and Enrollment
- Develop and Maintain relationships with local community partners including: Department of Human Services, Local Schools & Staff, behavioral health organizations and agencies, District Attorney's Office, Victim Services, Harney County Corrections, and Harney County Juvenile Department
 - Collaborate with community agencies as necessary and to represent the Tribe to guarantee the Tribe's needs are not neglected in the Social Services arena. Currently the committees represented by the BPT Social Services department are: Multi Disciplinary Team, Community Action Team, Community Action Team, Harney County Commission of Children & Families, Harney County Behavioral Health Advisory Board and Harney Partners for Kids and Families
 - Maintain a on-call status for times of crisis, to respond or send a designee
 - Responsible to monitor ICWA cases that are in start or other Tribal courts with children eligible to be enrolled in the Burns Paiute Tribe, intervening in cases and working with NAPOLS., Tribal Court, and ICWA committees regarding the case
 - Maintain monthly ICWA advisory meetings, maintaining documentation, offering training to ICWA committee members, participate in State ICWA cluster meetings, complete necessary reports to BIA regarding ICWA notices and responds to all ICWA notices within the time frame
 - Provide training to the Tribal community regarding child welfare including mandatory reporting training, good touch/bad touch training, sex education classes, etc
 - Work with staff to develop a yearly plan for activities, trainings, and speakers. Plan, coordinate, and follow through with logistics, resources, and activities that are geared to living on the reservation and Tribal members' needs
 - Coordinate Parenting classes for community members
 - Complete 6 months and yearly reports to BIA and Tribal General Council. Complete reports to Tribal Council as required
 - Develop policies and procedures as they relate to changing programs; work with Tribal Court personnel to develop Tribal Codes involving child welfare and delinquency
 - The facilitator of the Child Protection Team and Adult Protection Team are responsible to ensure investigations are completed and appropriate actions are taken after a report of harm is filed. Writes grants for Social Services and assists managers to write grants and budgets and budget narrative for them
 - It is the intent of this job description to highlight the essential functions of the position; however, it is not an all-inclusive list. The incumbent may be called upon and required to follow or perform other duties and tasks as requested by his/her supervisor, consistent with the purpose of the position, department and/or the Burns Paiute Tribe's objectives.
 - Other duties assigned

Required Qualifications:

- Travel Local In-State Out-of-State, travel required for grant management, training and meetings.
- Minimum of a Bachelor's degree required in Social Work, Public Health, Humans Services or related field
- Ten years of experience in managing Social service programs, and personnel management.
- Experience in the development of human service strategies
- Experience managing private, state and federal grants; and grant compliance
- Experience in budget management
- Experience in policy and procedure development & implementation
- Knowledge and experience working with cultural diversities
- Knowledge of the Burns Paiute Tribe's culture and traditions
- License/Certification (or willingness to become certified)
- Valid Oregon Driver license and must remain insurable under the Tribe's policy. Extensive background check is required.

Desired Qualifications:

Knowledge base must include:

- The laws and policies related to Senior and Disabilities Services programs; Oregon Department of Human Services; Bureau of Indian Affairs; Indian Health Services
- The terminology commonly used in human services fields or settings;
- The elements of the care coordination process;
- The resources available to meet the needs of recipients;
- Critical Incident Reporting and Reports of Harm;
- The ability to organize, evaluate, and present information orally and in writing; and
- The ability to work with professional and support staff

Indian Preference

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualifications as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preference, age, religion, or national origin.

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:

Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Finance Administrative Assistant

Part Time Position: Finance Administrative Assistant
Hourly Rate: \$15.00 to \$20.00 DOE
Opens: March 19, 2020
Closes: Until filled

Duties and Responsibilities, including but not limited to

- Data Entry
- In the absence of the Administrative Assistant will cover front desk, phones, process incoming and outgoing mail, etc.
- Copies, collates, and binds reports, etc.
- Make weekly bank deposits
- Review and approve work of coworkers
- Audit Readiness*Prepare for and assist with annual audit of Accounts Payable, Grants, Contracts, and Fixed Assets
- Other duties as assigned

Qualifications:

- Any combination of education and/or experience providing the required skill and knowledge for success performance will qualify. High school diploma or GED
- General knowledge of computer hardware and software
- Experience with Word Perfect, Word Processing software, and Excel
- Team player personality with strong interpersonal and communication skills
- Commitment to confidentiality

Successful Candidate must:

- Submit to, and pass a drug test
- Agree to a criminal background check
- Sign confidentiality clause

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:

Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Language and Traditional Culture Program Manager

Job Title:	Language and Traditional Culture Program Manager
Department:	Culture & Heritage
Reports to:	Culture & Heritage Director
FLSA Status:	Full time/permanent (+ benefits after probationary period)
Opens:	March 10, 2020
Closes	Open until filled (applications received by <u>5pm March 24th, 2020</u> will receive first consideration)
Salary:	Salary commensurate to GS-9/11 (Exempt), DOE

This Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

SUMMARY OF MAJOR FUNCTION

Develop the Wadatika Neme Yaduan Language and Traditional Culture Program's growth, capacity, and expertise to meet the increasing needs of the Tribal community for education in Northern Paiute language and culture.

1. Manage the daily efforts of the program including supervising and mentoring staff, program planning and administration of the Language and Traditional Culture Education Program; maintain and improve Burns Paiute Nation's language and traditional culture proficiency among Burns Paiute tribal community and staff.
2. Supervise and set expectations for performance of staff; prepare written performance evaluations; initiate corrective and disciplinary action if necessary.
3. Encourages each staff member to reach their full potential in the Language and Traditional Culture Education Program.
4. Manage the daily fiscal management and responsibilities of the program, including preparation of the program's annual budget.
5. Implement a productive management system of effective staff utilization and sound budget practices.
6. Maintain and implement departmental Standard Operating Procedures (SOP's) in keeping with the Language and Traditional Culture Education Program's strategic plan.
7. Supervise implementation of appropriate tribal policies and procedures with the program environment.
8. Establish an on-going system of progress evaluation for the program and components of program.
9. Plan and implement program objectives and operational goals.
10. Develop and Manage with participating tribal community, a Burns Paiute Tribal Language Certification process.
11. Lead the Supervise development of internal and publicly accessible sets of language and traditional culture lessons.
12. Perform other related duties as deemed necessary.
13. Maintain strict confidentiality of sensitive and/or intellectual property information that may present itself during program activities.
14. Demonstrate proficiency in Northern Paiute or be willing to actively work towards language proficiency.
15. Maintain complete records of progress and outcomes of assigned program objectives.
16. Assist with language recording efforts as needed.
17. Manage program related activities such as field trips, project meetings, and scheduling activities in concert with the objectives of grants, strategic plan, and participating community input.
18. Participate and be engaged in the short, midrange, and long-term language team efforts as outlined the program's strategic plan, with the Burns Paiute tribal community and staff.
19. Work as a member of the Language Team to manage language and culture outreach while integrating components of traditional and contemporary education and language into events co-sponsored by multiple programs and departments.

20. Maintain an impeccable attendance record, and be available for flexible work scheduling (day, evenings, weekends, some holidays).
21. Writing grant applications toward supplemental program funding.
22. Other duties as assigned.
23. Provide regular (weekly) detailed written and verbal progress updates to the Culture & Heritage Director.

Disclaimer

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job. Other duties may be assigned.

MINIMUM QUALIFICATIONS

1. Bachelor's degree in Native American Studies, Education, Anthropology, Linguistics or related field required. A Master's Degree in the same preferred.
2. At least three years' experience in curriculum development with an emphasis on 2nd language acquisition and teaching in a multicultural environment required. Experience with State of Oregon k-12 curriculum requirements a plus.
3. Two years supervisory experience, including project management.
4. Two years administrative experience, including records management, budget management, administration of federal grants and contracts and project and language planning.
5. Experience in teaching in Tribal and/or Oregon Public Schools settings, along with participation in lesson and curriculum development and planning preferred.
6. Excellent communication skills and ability to work with others.
7. Valid Oregon State Driver's License, dependable vehicle and required insurance.
8. No misuse of or abuse of alcohol or other illicit mind-altering drugs 3-years prior to date of employment.
9. Ability to work effectively with tribal community Elders and youth (demonstrated experience preferred).
10. Successful grant writing experience preferred.
11. Possess a working understanding of Indigenous Great Basin cultures, and the ability to assist in the incorporation of those cultural norms into research methods and practice.
12. High energy individual with the ability to provide assistance and support to Elder Language Experts as they serve as expert language consultants with the Language and Traditional Culture Program.
13. Experience with or ability to quickly learn effective use of digital recorders, digital cameras, etc.).
14. Ability to communicate effectively, both orally and in writing;(understanding and/or conversational fluency in Northern Paiute, particularly in the Wadatika dialect, preferred). Willingness to actively work toward Wadatika Yaduan conversational proficiency.
15. Maintain First Aid/CPR certification

Indian Preference

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualifications as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, age, religion, or national origin.

HOW TO APPLY:

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:
Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

**BURNS PAIUTE TRIBE NATURAL RESOURCES DEPT.
FISHERIES TECHNICIAN**

Title: Fisheries Technician

Agency/Department: Burns Paiute Tribe Natural Resource Department

Reports to: Fisheries Biologist

Classification/Date of Employment: Full Time/Temporary

Dates of Employment: June 8th – October 5th, 2020 (18 weeks)

Salary: \$14.61 / hour (BPT Grade 05)

Announcement Closing Date: May 25th, 2020

Reports To:
Fisheries Biologist

Location(s):
Primary locations Upper Malheur River and North Fork Malheur River. Week-long overnight camping stays will occasionally be required.

Qualifications:

- 1) Valid Drivers License
- 2) Prudent Motor Vehicle Record
- 3) High School Diploma or G.E.D

Job Duties/Summary:
The role of the fisheries technician is to support/assist the fisheries biologist and partner agencies with a wide variety of field tasks related to non-native brook trout control and bull trout/native fish recovery. Tasks may include electrofishing, eDNA sampling, bull trout spawning (redd) surveys, salmon surveys, gillnetting, minnow trapping, weir operation, macroinvertebrate surveys, creel surveys, stream habitat restoration, ground truthing, and data entry/checking. The fisheries technician may be involved with outreach and activities with tribal youth such as fishing/camping trips. Daily tasks are various and numerous and change daily and seasonally as necessary to accomplish projects. Work is outside in the elements and workers are expected to be prepared for rain, snow, sleet, heat, and various weather conditions as they occur. These duties require work to be performed with limited supervision. Occasional overnight camping trips will be required.

Requirements:

- Ability to drive 4-wheel drive trucks

Updated March 5, 2018

- Able to lift and carry 40+ lbs., able to hike several miles on various types of terrain, and be reasonably physically fit/flexible
- Able to work outside in varying weather conditions
- Comfortable euthanizing non-native brook trout
- Comfortable camping in the wilderness
- Detail-oriented
- Per the Tribal Policy Manual, the successful applicant will need to pass a background check and drug screening

Indian Preference:

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualification as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preferences, age, religion, or national origin.

With questions regarding position please contact:

Brandon Haslick
Fisheries Program Manager
Burns Paiute Tribe
100 Pasigo Street
Burns, Oregon 97720
Phone: 541-573-8084
Email: brandon.haslick@burnspaiute-nsn.gov

To apply, please submit cover letter, resume, and application

(<https://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents>) by **May 25th** to:

Human Resources Dept.
Tammi Holliday
100 Pasigo St
Burns, OR 97720
Phone: 541-573-8017
Fax: 541-573-2323
Email: tammi.holliday@burnspaiute-nsn.gov

**BURNS PAIUTE TRIBE NATURAL RESOURCES DEPT.
WILDLIFE HABITAT TECHNICIAN**

Title: Wildlife Habitat Technician

Agency/Department: Burns Paiute Tribe Natural Resource Department

Reports to: Lead Technician/Site Manager

Classification/Date of Employment: Full Time/Temporary

Dates of Employment: June 8th – November 15th, 2020

Salary: \$14.61 / hour (BPT Grade 05)

Announcement Closing Date: May 25th, 2020

Reports To:
Lead Technician/Site Manager

Location(s):
Primary location Logan Valley and/or Jonesboro, OR. Extended work week-long overnight stays at wildlife mitigation properties will be required.

Qualifications:

- 1) Valid Drivers License
- 2) Prudent Motor Vehicle Record
- 3) High School Diploma or G.E.D
- 4) Experience identifying and/or treating weeds
- 5) Must be able to read a chemical label and safety data sheet and follow instructions to properly mix and apply products
- 6) Oregon Department of Agriculture Herbicide Applicators license is a plus

Job Summary

The Burns Paiute Tribe manages two properties that encompass over 8,000 acres of wildlife mitigation property. These properties are managed through the Natural Resource Department for the benefit of wildlife. The Wildlife Habitat Technician is required to stay at various locations during the work week as assigned. The Wildlife Habitat Technician is responsible for carrying out the daily tasks required to enact management and restoration objectives of these lands. Daily tasks are various and numerous and change daily and seasonally as necessary to accomplish projects. Work is outside in the elements and workers are expected to be prepared for rain, snow, sleet, heat, and various weather conditions as they occur. These duties require work to be performed with limited supervision.

Updated March 5, 2018

Job Duties

The primary job duties include: building/repairing/removing fence, treating weeds with herbicide or by hand-pulling, equipment maintenance, accurate and detailed recording of field data.

Secondary job duties may include but are not limited to: chainsaw operation, maintaining irrigation systems, mowing, planting vegetation, driving long distances to obtain parts and supplies, on-going training for safety and job requirements, assisting other agencies or departments as directed, reports and write ups, handling livestock, and various other duties as assigned.

Requirements:

- Ability to use farm equipment such as tractors and mowers, all-terrain vehicles, and 4-wheel drive trucks.
- Be able to lift and carry 40+lbs, bend over, lean over, and hike on various types of terrain.
- Ability to drive a manual transmission vehicle.
- Per the Tribal Policy Manual, the successful applicant will need to pass a background check and drug screening

Indian Preference:

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualification as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preferences, age, religion, or national origin.

With questions regarding position please contact:

Carter Crouch
Wildlife Program Manager
Burns Paiute Tribe
100 Pasigo Street
Burns, Oregon 97720
Phone: 541-573-8086
Email: carter.crouch@burnspaiute-nsn.gov

To apply, please submit cover letter, resume, and application

(<https://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents>) by

May 25th to:

Human Resources Dept.
Tammi Holiday
100 Pasigo St
Burns, OR 97720
Phone: 541-573-8017
Fax: 541-573-2323
Email: tammi.holliday@burnspaiute-nsn.gov

Updated March 5, 2018