

The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at [www.tachi-yokut-nsn.gov](http://www.tachi-yokut-nsn.gov)

### **Job Requisition Form**

**Position to be filled:** Cultural Liaison (SRR Tribal Members Only)

**Department:** Cultural

**Required Qualifications/Essential Duties:**

- High School Diploma or General Education Degree (GED) - **Required;**
- One year related experience working with Tribal Governments, Anthropology, Linguistics, Native American Studies or Education- **Preferred;**
- Valid California Driver License – **Required;**
- Must be insurable through company’s carrier and maintain throughout employment – **Required;**
- Prepare and present presentations;
- Research, archive and present cultural documents, recordings and other materials;
- Investigate Community interest and need for culturally focused programs and events;
- Implement and create educational programs for the Community;
- Create and implement cultural based research projects based upon Community interest;
- Find funding to support Cultural Programs;
- Participate in re-burial of ancestral human remains;
- Participate in cultural activities at community events;
- Learn and teach language, history, tribal geography, traditional stories and cultural practices;
- Input and collaborate with other employees on the creation of a Tribal Database;
- Create lesson plans and activities for various age groups;
- Gather and prepare cultural materials for community needs;
- Drive to various sites, institutions, museums and/or trainings;
- Other duties as assigned;
- Drive company vehicle or personal vehicle to conduct business on behalf of the Cultural Department.

**Reports To:** Director

**Starting Rate of Pay:** \$14.50 per hour (Non-Exempt)

**Approximate Hours:** 40+ hrs per wk

**Date Posted:** September 4, 2020

**Deadline:** Open Until Filled

\_\_\_\_\_  
Department Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Director Date

**The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.**