

VACANT POSITION

The Hoopa Valley Tribe is accepting applications for the following vacant position:

GRANT WRITER, Tribal Administration; Salary, DOE; F/T, reg. Locate and acquire new funding sources through preparation of grants/proposals

Minimum Requirements:

- Bachelor's degree from four-year college or university; and
- One (1) or more years experience and/or training; or equivalent combination of education and experience.
- Experience in proposal/grant writing; budget preparation and needs assessment.
- Proficient computer, software and organizational skills.
- Valid CA Driver's License and insurability under the Tribe's Motor Vehicle Policy.
- Success in securing funding.

This position classified as safety-sensitive. **Deadline to submit application/resume is 6/30/09.**

Job description, application, information, contact the Personnel Dept., Hoopa Valley Tribe, P.O. Box 1348, Hoopa, CA 95546. (530) 625 4211, ext. 125 or 110. The person selected to fill this position will be subject to the Tribe's Alcohol & Drug Policy. Preference will be given to qualified Indian applicants pursuant to the Tribe's TERO Ordinance.