



**PUEBLO OF ISLETA
HUMAN RESOURCES DEPARTMENT
P.O. BOX 1270, ISLETA, NM 87022
PHONE: (505) 869-7584 FAX: (505) 869-7579
EMAIL: poiemployment@isletapueblo.com**

VACANCY ANNOUNCEMENT

POSTING NO: 159-19

OPENING DATE: 08/26/2019

CLOSING DATE: Open Until Filled

POSITION: Veteran Support Service
Program Member (20 positions)

POSTED: IN/OUT

PAY GRADE: Monthly Stipend \$200

POSITION TYPE: Volunteer

FUNDING SOURCE: Grant Funded

DEPARTMENT: Elder Center

REPORTS TO: Volunteer Program Manager

BACKGROUND LEVEL: Child Care

VOLUNTEER PURPOSE: This volunteer position is located at the Pueblo of Isleta Elder Center, Isleta New Mexico. This position provides a wide variety of support services targeted to veterans and military families of all ages. Services are designed to decrease caregiving burden and stress and empower the caregiver and care recipient through education and networking community resources to maintain and/or improve their quality of life. Members are expected to provide a minimum of 450 hours of combined service and training for the contracted period. On average, this equates 11-12 hours per week.

SERVICE ACTIVITIES:

In order to enhance independent living for veterans and military families an array of caregiver and veteran support services will be offered to include:

- In-Home support and service
- Support and create peer-to peer networks
- Acquisition of transportation services
- Acquisition of internal/external support services

MINIMUM QUALIFICATIONS/REQUIREMENTS:

- Must complete Pueblo of Isleta Employment Application.
- Must be willing to have a Criminal Background Check conducted.
- Must have own telephone.
- Must be flexible in terms of service activities schedule.
- Must have dependable transportation.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

- Must have fingerprinting completed prior to volunteering.

PREFERENCE:

Tribal preference and Native American Indian preference shall apply.