



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: 036-22

OPENING DATE: 03/11/2024

CLOSING DATE: Open Until Filled

POSITION: Veteran Support Service Member

POSTED: WITHIN ONLY

PAY GRADE: Monthly Stipend-\$200

FLSA STATUS: Volunteer

POSITION TYPE: Temporary

FUNDING SOURCE: Grant Funded

DEPARTMENT: Elder Center

REPORTS TO: Volunteer Program Member

BACKGROUND LEVEL: Child/Elder

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 each year. On average, this equates 11-12 hours per week.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.

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 pass background check for position.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

PREFERENCE:

Tribal and Native American Indian preference shall apply.