

## HELP WANTED

**FAIRBANKS NATIVE ASSOCIATION**, Inc. is seeking applications for the position of Executive Director. Under the direction of the Board of Directors, Plans, Coordinates and supervises all Administrative Technical and Program services of Fairbanks Native Association, Inc. A non-profit organization serving Fairbanks residents.

**Qualifications:** BA in Business management of Public Administration. Three years experience, or equivalent experience in Administration of Alaska Native organizations.

**Salary:** DOE

For more information, contact Anita M. Henry at 452-1848. Mail resume to: Fairbanks Native Association, Inc., 310 1st Avenue, Fairbanks, Alaska 99701. Application does not insure interview.

Publish: 7/22, 7/29/81

## EMPLOYMENT EMPORIUM

Cook Inlet Native Association  
570 W. Fireweed Lane  
Anchorage, AK 99503  
476-6241 ext. 113

## POSITIONS

**Sales Positions:** Part-time. Will work in a large Department Store as a Sales Person. \$4.74 hour.

**Elementary Special Project Tutor:** Ability to work closely with students, counselors and teachers to determine individual needs. Minimum of Alaska Native culture required. \$7.41 hour.

**Tutor/Counselors:** Must have demonstrated competency in the academic area. Courses in social work, counseling and training. Prior experience working with Alaska Native children required. \$7.85 hour.

## PROGRAMS

Having trouble finding that special job? Want to find one that is currently unemployed, check with CINA. Employment Division for assistance in finding employment.

You'll work with a Placement Specialist, counselors and refer you to job openings.

The Employment Emporium positions are open to all Alaska Natives, American Indians and Alaska Natives living under PL 95-542, sec. 302.



## STATE OF ALASKA OFFICE OF THE GOVERNOR

The Division of Budget and Management, Office of the Governor, State of Alaska, is recruiting for an economist to supervise an economic analysis section. This is a full-time, partially exempt position located in Juneau. Salary is approximately \$42,000 per year at current pay schedule.

The individual filling this position will serve as supervisor of a research group composed of 4 economists and 2 research analysts. Together with the division director, the supervising economist will develop research designs, schedule work of other analysts and prepare research reports. Responsibilities will include the presentation of research results to executive and legislative decision-makers.

Candidates should possess or be near completion of the Ph.D. degree. Prefer individuals with applied research experience, strong communication skills and demonstrated leadership and supervisory experience. Professional emphasis in natural resource and/or quantitative economics is also desirable.

Send resume to LaRae Jones, Personnel Officer, Office of the Governor, Pouch AK, Juneau, Alaska 99801. Deadline for submission of resumes is August 30, 1981. The Office of the Governor is an equal opportunity employer.

Publish: 7/22, 7/29/81

## STATE OF ALASKA OFFICE OF THE GOVERNOR

The Division of Budget and Management, Office of the Governor, State of Alaska, is recruiting for a Research Analyst II. This is a full-time, partially exempt position located in Juneau. Salary is approximately \$27,500 per year at current pay schedules.

The individual filling this position will perform a variety of research related tasks. These include data collection and analysis, organization of background material, development of analyses or assigned topics relating to State budgeting.

Applicants must have strong numerical skills, some familiarity with the use of computers in research application and good communication skills. A bachelor's degree is required.

Send resume to LaRae Jones, Personnel Officer, Office of the Governor, Pouch AK, Juneau, Alaska, 99801. Deadline for submission of resumes is August 15, 1981. The Office of the Governor is an equal opportunity employer.

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## STATE OF ALASKA HUMAN RIGHTS COMMISSION POSITION OF REGIONAL VICE ANNOUNCEMENT

The Commission is accepting applications for five investigator positions for its offices in Fairbanks, Anchorage and Juneau. Also to be filled is one Assistant Director position in either Anchorage or Fairbanks. Full details about specific positions, available, experience requirements, salary levels and locations are contained in an announcement available at all Commission offices: Anchorage 276-7474; Fairbanks, 452-1561; Juneau, 465-3560. Application deadline is August 3, 1981. Late applications will not be considered. The Commission is an Equal Opportunity Employer.

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## GENERAL COUNSEL

The Alaska Court System is presently recruiting for a General Counsel. Salary is \$48,264 to \$51,852 annually. The position may be filled with a starting salary of \$41,928 \$44,952 depending on the candidate's qualifications. Terms comprehensive legal services for the Alaska Court System Administrative Office. The position is an admission to a state bar plus full legal experience and ability to handle the handling of relatively difficult legal assignments under minimal supervision. Applicants should have 3-5 years experience in active law practice or in court administration.

Interested applicants should submit a resume to the Personnel Office at 300 West 3rd Avenue, Anchorage (2nd floor), Mailing address: 300 "K" Street, Anchorage, Alaska 99501. Applications will be accepted through August 12, 1981.

## AN AFFIRMATIVE ACTION EMPLOYER

APPLICATIONS FROM WOMEN  
AND MINORITIES ARE  
ENCOURAGED

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## DIRECTOR EMPLOYMENT AND TRAINING PROGRAM

**Qualifications:**  
Graduation from an accredited four (4) year college with a degree in Business or Public Administration or Social Sciences and/or a graduate degree is desirable. Or a minimum of three (3) years of professional experience in the administration, field of management or other related responsibilities or related work experience on a year-for-year basis.

**Responsibilities:**  
Within the framework of the policies, procedures, guidelines and regulations of Keweenaw, Inc. and funding agencies, the Director is responsible for the overall administration and

operation of the CETA Title III, Employment and Training Program serving the Barrow Strait region.

1) Responsible for the planning, organizing, staffing, directing and controlling of the Keweenaw Employment and Training program.

2) Oversees the budgets, disbursements, and financial records to ensure full compliance with the funding agencies.

3) In accordance with 20 CFR Part 688.17(b) is responsible for the establishment of Employment and Training Planning Council comprising of representatives of the private business sector, organized labor, community-based organizations, the client community and education and training agencies. The Planning Council will make recommendations on program plans, goals, policies and procedures and the need for and effectiveness of services provided.

4) Shall be responsible for the development and implementation of internal program management procedures sufficient for the prevention of fraud and program abuse.

5) Responsible for the establishment of a planning process for the development of an annual comprehensive employment and training plan to be presented to the Board of Directors for comment and recommendation.

6) Responsible for development, approval and operation of all contracts and subgrants.

Keweenaw, Inc. support the Alaska Policy equal employment opportunity of an annual comprehensive employment and training plan to be presented to the Board of Directors for comment and recommendation.

Salary: DOE Closing date is July 31, 1981.

Contact: John Tetson, Deputy Director, Keweenaw, Inc. Box 948, Nome, Alaska 99562, Phone 443-5231.

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## SOUTHERN REGION EMERGENCY MEDICAL SERVICES COUNCIL

**POSITION:**  
Deputy Administrator  
\$33,500 - \$36,000 DOE  
DUTIES:

Full responsibility for developing, supervising, and managing all general administrative procedures, including fiscal, budget, personnel, and management information. Planning and coordinating duties of staff case for program development and implementation.

## PREFERRED QUALIFICATIONS:

Bachelors Degree; three years of professional level administrative, supervisory, or managerial experience, including financial management; strong oral and written communication

skills; experience working with a diverse group of individuals and groups; and knowledge of emergency management information systems.

**POSITION:**  
Clinical Specialist  
SALARY:  
\$28,400 - \$30,600 DOE

DUTIES:  
Assess need for, plans, and coordinates the provision of continuing education in emergency and critical care medicine for the health care facilities of Southcentral Alaska. Assists communities with the development of public education programs in first aid and CPR.

## PREFERRED QUALIFICATIONS:

Registered Nurse with three years experience in emergency room and/or critical care nursing; experience as a nursing service coordinator or instructor; strong sense of community organization, especially in health related areas; strong oral and written communication skills; demonstrate strong public relations attributes; experience as an EMT instructor.

Send resume, references, and salary history to:

Executive Administrator  
Southern Region Emergency Medical Services Council  
1135 W. 8th Suite 75  
Anchorage, Alaska 99501

CLOSING DATE: August 3, 1981

Publish: 7/29/81

## LOAN FUND MANAGER - Responsible for overall management of revolving fund for rural Alaska fishermen.

Responsible for overall management of revolving fund for rural Alaska fishermen. Must have experience in financial or banking. Experience in rural Alaska with the fishing industry preferred. Salary: \$28,000 - \$32,000 DOE; excellent fringe benefits. Closing date: July 31, 1981. Send resumes to: Ralph Eluska, Director of Fisheries, Alaska Native Foundation, 411 W. 4th, Suite 314, Anchorage.

Publish: 7/29/81

## Alaska Native Training Institute: Position Title - Trainer. 2-Contract

Trainers. Qualifications: College graduate with extensive experience in adult education. Knowledge of and experience in education or a year-to-year basis. Planning organization, operational management, knowledge of financial and program resources and resources throughout the state of Alaska (urban and rural). Extensive travel is a necessary requisite. Knowledge of cultural differences in Alaska. Salary range: \$28,000 - \$32,000 DOE. Closing date 8/15/81. Based in Anchorage. Contact Alaska Native Training Institute, 127 W. Fireweed Lane, Anchorage, AK 99503 or call 272-3042 - 272-3325.

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**CLASS OF 81!!!**  
Add a skill to that diploma, check out the part-time job openings. Spend an hour with the experts who can help make your future a success. Call the career team at 266-1245 and ask for Rich, Jim, Craig or Carlos. Alaska Army National Guard



## CURRICULUM DEVELOPMENT SPECIALIST, Multicultural Education

Salary range: \$35,195.00 to \$40,404.00. Ten month position. Qualifications: Requires at least a masters degree in education or related field. Must have advanced course work in multicultural education and one year related experience in multicultural education. Teachers Certificate. Experience in curriculum development of multicultural education highly preferred. Minimum of 3 years experience in multicultural education and social studies. Must have supervisory experience at the State or school district level. Must have family and staff. Must have highly developed organizational skills.

Tutor Counselor - Indian Education

Salary: \$7.85 @ hour, seven hour day, Nine month position. Qualifications: Must have demonstrated competency in the academic areas. Prior experience working with Alaska Native children is required. Courses in Social work aid training along with prior experience working in individualized instruction program is highly desirable. Knowledge of Alaska Native cultures and community and social and personal aspects that also requires ability to work with Alaska Native students and affect them. In accordance with the provisions of Public Law 92-638 preference will be given to qualified Native American Applicant for this position.

Rita R. Strachan  
Director for Personnel  
4600 DeBarro Road  
Pouch 6814  
Anchorage, AK 99502

Telephone: (907) 333-9681, Ext. 151

An Affirmative Action - Equal Opportunity Employer

## OUTREACH EDUCATION SPECIALIST

Locate, train and supervise village facilitators in Gambell, Savoonga, Shishmaref, Unalakleet, and Michael. Work with village students and faculty in postsecondary education. Requires rural Alaska experience, college teaching or counseling background, familiarity with distance learning approaches. 9 month position - \$23,300,000 (contingent upon funding). Apply: Personnel, Northwest Community College, Pouch 400, Nome, AK 99762. August 21 closing date. Salary range: \$23,300,000. NWCC/JCAA may be subject to public disclosure.

Position Opening  
Children & Family Services  
Coordinator

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Children & Family Services  
Coordinator

The North Pacific Rim Native Corporation is recruiting for a Social Work Specialist. The position is designed to meet the objectives of its Children & Family Services program (unfunded). Apply: Personnel, Northwest Community College, Pouch 400, Nome, AK 99762. August 21 closing date. Salary range: \$23,300,000. NWCC/JCAA may be subject to public disclosure.

MSW preferred with emphasis on community organization work along with clinical, social work skills.

A minimum of three years experience directly related to these activities described above. Work in rural Alaska setting preferred. Ability to travel.

Please submit resume to: The North Pacific Rim, 903 W. Northern Lights Blvd., Suite 203, Anchorage, Alaska 99503. Contact Sally Mead 276-2121

SALARY: DOE

Job Location: Anchorage

Application Deadline: July 31, 1981

Publish: 7/29/81

## Position: Drug Abuse Bookkeeper - National Association on Alcoholism and Drug Abuse

Location: 750 E. Fireweed Lane, Suite 2, Anchorage, AK 99503.

Closing Date: Application Form must be received by July 31, 1981

Salary: DOE

Responsibilities: To work part time, temporarily, with a proven track record in a strong fiscal management.

The individual we seek must have an accounting or finance degree and experience in federal grant accounting and Contracts. Must be knowledgeable with accounting systems, corporate financial reporting, cash flow analysis and informal reporting, and formulating of monthly subsidiary general ledger reports of the Federal and State funds. Timely preparation of all fiscal/grants management reports to funding sources and state/federal payments to appropriate governing bodies.

Qualifications: Accounting or Finance Degree, totaling six years.

Contact: Send resumes or Standard Employment Application Form with resume references to: ANACADA, c/o Daisy May Lamont, President, P.O. Box 4-2463, Anchorage, AK 99509. Phone: 274-5531.

Job Location: 7/29/81

## SOCIAL SCIENCE INSTRUCTOR

Major duties will include teaching 12 social science credits each semester including 6 credits in history. Qualifications: Master's degree in history from an accredited postsecondary institution and successful experience with college-level instruction. Ability to teach classes in history and other social science disciplines. Salary: Salary range: \$28,000 - \$32,000 DOE. Closing date: August 7, 1981. Submit resume, official transcripts, and three letters of reference to: Search Committee, Liberal Arts Department, Prince William Sound Community College, P.O. Box 590, Valdez, Alaska 99686. (907) 835-2539.

The University of Alaska is an AA/EO employer and educational institution. The University of Alaska is subject to public disclosure.

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## WANTED TO BUY

WANT TO RENT

Bush Cabin, Aug 1981-May 1981  
Near mountains and lake/river  
radio/CB potential One half day  
from Road/Village  
Bruce Jordan  
c/o Game Delivery  
Eagle River, AK 99577  
or 688-3352