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1. EMPLOYMENT

HELP WANTED

POSITION ANNOUNCEMENT:
Half-time Learning Center Coordinator/Instructor, located in Nenana, Alaska, responsible for the Clear-Nenana-Healy areas.
Available: Immediately.
Responsibilities: The coordinator will be responsible for the program operation of a statewide field-based cross-cultural, interdisciplinary adult and higher education program; to include coordination of all program activities in the region; administer a learning center, including all registration, personnel, budget management and planning, and proposal writing; develop and instruct diverse courses in highly individualized manner, responses to the great range of academic readiness in rural Alaska.
Qualifications: Prior cross-cultural experience, emphasis in cross-cultural skills; developmental studies preferred; Masters degree preferred.
Salary: Dependent on qualifications and experience.
Contact:
Bill Haw, Acting Dean
Rural Education
2221 E. Northern Lights Blvd.
Suite 135
Anchorage, Alaska 99504
(907) 274-9648
THE UNIVERSITY OF ALASKA IS
AN EQUAL OPPORTUNITY
EMPLOYER

HELP WANTED

COMMUNITY ACTIVITIES PROGRAM COORDINATOR: Plans and directs recreational activities for the age range from children through adult. Works closely with schools and other community agencies under Bristol Bay Area Health Corporation Human Services Director. Prefer person with interest in drug and alcohol abuse education and supportive counseling. Degree in physical education, recreational or occupational therapy desired. American Native preference. Salary \$19,704-\$21,278 depending on experience. Contact Dr. Lisa Brown, Human Services Director, Bristol Bay Area Health Corporation, P.O. Box 10235, Dillingham, Alaska 99576 or phone (907) 842-5266 or 5267.

HELP WANTED

NOTICE OF EMPLOYMENT:
The Incorporated City of Fort Yukon, Alaska has the following position opening.
CITY MANAGER
Job requirements, duties and responsibilities:
Applicant must have knowledge in management field i.e., municipality and/or financial background.
Must be willing to work and live in a small community (pop. 639).
Must provide own housing.
Must be able to comply with Alaska Statutes regarding qualifications and duties, and those set forth by Ordinance of the City of Fort Yukon.
Salary: DOE.
Interested applicants can write to:
City Clerk's Office
Box 269
Fort Yukon, Alaska 99740
Phone: 662-2479
Closing date to accept applications: August 31, 1978.
An Equal Opportunity Employer

YAKIMA NATION JOB OPENINGS TOPPENISH, WASHINGTON (509) 865-5121

Salaries negotiable; excellent fringe benefits. The Yakima Indian Tribe seeks dynamic individuals for the following key positions:

PERSONNEL MANAGER: Develop/implement comprehensive personnel system. REQUIRE: BA or MA degree, 4 years professional experience in personnel or public administration. Closes: 9-15-78

SR. ACCOUNTANT: Prefer background in computer-based accounting systems and governmental accounting. REQUIRE: 5 years experience as comptroller. Must be a CPA. Closes 9-8-78

PUBLIC DEFENDER: Law school graduate, Wash. State Bar Assoc. member, 6 months professional experience in legal work. Closes 9-8-78

GRANTS & CONTRACTS COORDINATOR: Monitors all tribal grants and contracts. REQUIRE: College graduate with 2 years related experience. Closes 9-8-78

Submit resumes to:
Personnel Office, Attn. M. James
Yakima Indian Nation
P.O. Box 151
Toppenish, WA 98948

HELP WANTED

DIRECTOR - CENTER FOR ALCOHOL AND ADDICTION STUDIES
Management of statewide training and research center. Duties include staff and project supervision, development of instructional research components, development of grants and contracts, coordination with state and federal agencies.
Qualifications — Successful administrative and grantwriting experience, minimum 5 yrs. experience in instruction and research development. Knowledge and experience in special needs of Alaskan rural areas preferred. Graduate preferred.
Available September 15, 1978.
Salary — Commensurate with University of Alaska salary schedule. Send resume and letters of recommendation to:
Dr. Wendell Worfe, Dean
Professional Schools and Centers
University of Alaska, Anchorage
2531 Providence Avenue
Anchorage, Alaska 99504
The University of Alaska is an Equal Opportunity Employer.

HELP WANTED

Anchorage Head Start now hiring: Educ. specialist to conduct Child Development Assoc. training program for H/S staff and to supervise H/S classroom procedures and curriculum to unify and upgrade quality of program. Individual planning for special children. Requires: training and exp. to qualify as master teacher in early childhood ed. plus exp. in supervision, training and operation of open educ. classroom. \$8.79/hr. Teachers to organize to maintain child development centers in open preschool classroom setting, emphasizing self concept, language development and creativity. Optimize coordination of home and center child rearing practices. Supervise aides and volunteers. Prefer BA in early childhood ed.; three yrs. exp. in Child Development Assoc. credential may be substituted. \$6.16-7.43 hr/DOE.
Teachers aide to assist in setting up, organizing, cleaning up classroom, bus driver, obtaining and preparing materials, meet with staff and parents. Lovingly, patiently, assist children in activities. Prefer Head Start parent with some exp. \$4.73-6.77 hr/DOE.
Rural Health Services assistant to work with coordinator in delivering medical, dental and nutritional service to H/S children in rural communities. Assist in preparing materials, activities, and curriculum in home for preschool children and their families. Prefer registered nurse w/emphasis in pediatrics and knowledge of rural Alaska health services. Part time \$8.00 hr/20 hours/wk.
Complete job descriptions and applications available at Rural CAP personnel office, 327 Eagle, or mail resume to P.O. Box 3-3908, Anchorage, Alaska 99501. E.O.E. M/F

HELP WANTED

Wanted: Accountant
The Unalakleet Native Corporation has an opening for an Accountant who must have a Degree and at least 3 years of experience in General Accounting procedures. Salary: \$15,000/yr. on up or D.O.E. Hiring date ASAP. Send resume or applications to P.O. Box 100, Unalakleet, Alaska 99684.

HELP WANTED

CHIEF ENGINEER
Media Services,
U of A, Anchorage
Engineering position w/management responsibilities. Operation/maintenance of full-color TV production center; new facilities design and installation; equip. evaluation and optimization; engineering for satellite telecommunications systems and cable distribution systems; supervision of system of preventative maintenance and repair of audio-visual instructional equip; assist in development/instruction of undergrad. broadcast electronics courses; provide liaison w/engineering staff of public broadcasting station located on campus. B.S., Electrical Engineering or equiv. F/C FCC license and broadcast engineering exp. required. Demonstrated successful management exp. Send Applic., resume, 3 letters of recommendation: Head, Media Services, U of A, Anchorage, 3211 Providence Dr., Anchorage, AK 99504 before Sept. 30, 1978. AN EQUAL OPPORTUNITY EMPLOYER.

HELP WANTED

REGIONAL TECHNICAL ASSISTANT FOR HUMAN SERVICES:
Assist Human Services Director in planning and developing Family Growth Center Program. Duties will include travel to villages for training and supervision of Family Growth Center workers, acting liaison between village councils and human services program, explore future funding sources. Qualifications: Degree in health related discipline plus one year experience in Human Services field. American Native preferred. Salary depending on experience. Contact Dr. Lisa Brown, Human Services Director, Bristol Bay Area Health Corporation, P.O. Box 10235, Dillingham, Alaska 99576, or phone (907) 842-5266 or 5267.

HELP WANTED

NOTICE OF POSITION VACANCY
Executive Secretary
Salary: DOE
Responsibilities: Maintain SEARHC board meeting; minutes, resolutions, correspondence (separate from general), and administrative correspondence.
Be available for periodic travel to SEARHC board meetings;
Provide total secretarial support to the President and the Executive Director.
Authority: Reports directly to President and Executive Director; under general supervision of Deputy Director.
Contact:
Francisco J. Quinto
Deputy Director
Southeast Alaska Regional Health Corporation
One Sealaska Plaza, Suite 200
Juneau, Alaska 99801
tel: (907) 586-1432
Deadline for submission of applications: September 1, 1978.

HELP WANTED

Journey Level Investigator
State Human Rights Commission
Fairbanks
\$2,082 - \$2,411/month D.O.E.
Requires a high level of analytical skill, fast gathering experience, exceptional skill at written and oral communication, demonstrated competence and experience in relating and working with minorities, feminists and those who must comply with the Human Rights Law. Experience in legal negotiations and interviewing is desired.
Job description, minimum qualifications and application forms are available at:
Alaska State Commission for Human Rights
675 7th Avenue, Station H
Fairbanks, Alaska 99701
(907) 452-1561
Deadline for applications: September 15, 1978.
This is a partially exempt agency and an Equal Opportunity Employer.

HELP WANTED

Counselor P/T Approx. 5 hrs. per day, \$10.83 per hr. Duties: personal, social, educational, vocational counseling; career planning and academic advising. Liaison between student and staff. Qualifications: Masters degree in Guidance and Counseling or Student Personnel Services. Send letter of application, resume, credentials, and three letters of recommendation to Jerry Gularia, Chairman Search Committee, University of Alaska, 2533 Providence Avenue, Anchorage, Alaska. Deadline for applications and all materials September 22, 1978.
The University of Alaska is an Equal Opportunity Employer.

HELP WANTED

Administrative Assistant for The North Pacific Rim Health Department.

ment. Must be proficient in general office skills.

Would prefer experience in government contracting, will consider trainee.

Duties: Maintain contract compliance requirements, manage filing system, coordinate travel, maintain purchase orders and check disbursement system. Coordinate and record meetings, maintain purchase and property control system, occasional travel within the Chugach Region, establish career development program toward advancement and maintaining the Health Department.

Salary Range: \$900-\$1200, depending on qualifications and experience; standard benefits.

Location: Anchorage.
Applications may be obtained from:
The North Pacific Rim Health Department
433 W. 9th, Suite 200
Anchorage, Alaska 99501
Announcement closes: September 1, 1978.

HELP WANTED

EMS TRAINER WANTED: Work in Eskimo Villages teaching first aid to children and adults, also training instructors in villages. Extensive travel required. Requirements include certification as American Red Cross Instructor Trainer rating for Basic and Multi-Media First Aid; A.R.C. Standard First Aid and C.P.R. Instructor; EMT certification. Prefer those experienced in bush Alaska or rural areas. Nine months per year position with possibility of extension to twelve months per year. Position begins October 1. Salary begins at \$15,600, D.O.E. Contact Connie Ryan, EMS Director, Bristol Bay Area Health Corporation, Box 10235 Dillingham, Alaska 99576; Phone (907) 842-5291.

HELP WANTED

POSITION: Director, Village Government Services
RESPONSIBILITIES: Incumbent shall work under the General Supervision of the President AVCP or his designee. Shall be responsible to provide services to the Alaska Native and Indian residents residing in the AVCP region as outlined below in the duties assigned to the incumbent.
DUTIES: (1) Provide Assistance, upon tribal (Village Council) request for a complete range of tribal operating services ranging from providing technical assistance in the areas of management, fiscal accountability and legal advice through resources available through AVCP. (2) To establish and begin implementing necessary training and start-up activities to place tribal governments in position of sufficient expertise to provide government services for themselves.
MINIMUM REQUIREMENTS: Qualification standards shall conform to the position description in the AVCP office.
SALARY: DOE
CLOSING DATE: September 15, 1978
SUBMIT APPLICATIONS TO:
Carl Jack, President
Assoc. of Village Council Presidents
P.O. Box 219
Bethel, Alaska 99559

HELP WANTED

TITLE: Social Worker Representative
DUTY STATION: Bethel, Alaska
RESPONSIBILITIES: Shall perform assigned duties under the general supervision of the supervisory social worker. Shall be responsible to assist and refer the initial intake of applicants to other agencies as appropriate including State Division of Family and Children Services, Alaska Native Health Services, Veteran Administration, and office of Vocational Rehabilitation.
Support the Child Welfare Worker with routine matters:
A. help prepare child welfare applications,
B. help make routine visits after placement of child,
C. help recruit foster home parents and
D. attend case conference with other agencies.
QUALIFICATION: At least an associate degree in Social Services and/or 1 year work experience in related social work.
SALARY: DOE
CLOSING DATE: September 15, 1978
APPLY: Send application or resume to:
Mr. Carl Jack, President
Assoc. of Village Council Presidents
P.O. Box 219
Bethel, Alaska 99559

HELP WANTED

TITLE: Social Worker
DUTY STATION: Bethel, Alaska
RESPONSIBILITIES:
(1) To provide social work services and professional counselling in representation of AVCP goals to the individuals, families and groups within the AVCP region.
(2) Must be knowledgeable of guidelines of BIA contract for social services by AVCP and follow directives and regulations of Federal and State laws applicable to the delivery of services designated in the contract.
(3) To provide services and protection to children and adults outside the home.
(4) To take applications for general assistance and determination of eligibility of individuals and families for financial assistance and to authorize such assistance and make referrals to other agencies if necessary.
(5) Maintain case records and submit a monthly report of contacts, with various agencies and the clients involved.
(6) Recommends institute changes to improve and enhance the delivery system of services, and communications of AVCP social services both inter and intra agency.
QUALIFICATIONS: Must have at least a degree of MSW in Social Services and at least three years of professional social work under professional supervision. Work will require some travel to villages, in or out of State of Alaska.
SALARY: DOE
CLOSING DATE: September 15, 1978
APPLY TO: Send application or resume to:
Mr. Carl Jack, President
Assoc. of Village Council Presidents
Box 219
Bethel, Alaska 99559

PUBLIC MEETING

A public meeting will be held to nominate one consumer Board Director for the Yukon-Kuskokwim Subarea of the Health Systems Agency for south central and western Alaska in Mountain Village, Alaska. The meeting will be held in the Mountain Village Community Center Building on Monday, September 11, 1978, beginning at 7:00 p.m. Contact Dennis DeGross, 278-3631 for information or director applications.

Ron Hammett
Administrator

To all Alaskans . . .

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Scholarships are available, you can earn your way working 20 hours a week. You can register until mid-September for fall classes which begin September 11. And you can have meals and live on campus.

Get in touch soon:

Office of Admission and Records
Alaska Methodist University
Anchorage, Alaska 99504
Phone: 276-8181