

Notice of Meeting of the
State Board of Education

The State Board of Education will be meeting in Juneau on February 13-15, 1980, in the Fifth Floor Conference Room of the State Office Building. The meeting will begin at 3:00 p.m. on February 13 and at 9:00 a.m. on February 14 and 15.

Action items to be considered are:

National Association of State Boards of Education (NASBE) Resolutions, Community Schools, Adult and Continuing Education/Right to Read Advisory Committee Recommendations, Alaska State Advisory Council on Vocational and Career Education Articulation Report Recommendations, Capital Improvement Criteria, Legislation, Approval Acquisitions Advisory Committee and approval of Alaska Skill Center Teacher Associations negotiations for FY81.

- Regulations:
- 4 AAC 03 - Minor Amendments
 - 4 AAC 06 - Update List, Accounting Manuals
 - 4 AAC 09 - Minor Amendment
 - 4 AAC 15 - Cleanup
 - 4 AAC 18 - Minor Amendment and Cleanup
 - 4 AAC 05 - Local Education Regulations
 - 4 AAC 27.110(a)(2) - Transportation - Minor changes in Minimum Standards for Alaska School Buses.

For more information or for an agenda, please contact the Department of Education, Pouch F, Juneau, Alaska, 99811, or call 465-2800.

Sincerely,

Thelma P. Langdon, President
State Board of Education

Publish: 2/06 and 2/13

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I. HELP WANTED

Johnson O'Malley Program of Fairbanks Native Association seeks qualified person to write/edit monthly educational tabloid, New River Times. BA Journalism and similar experience with small publication, using offset printing. 40hours/week application with resume acceptable no later than February 18 at 950 Cowles, Suite 227 (452-6252).

Publish: 2/06 and 2/13

HELP WANTED

DIRECTOR OF INTERNAL AUDIT
UNIVERSITY OF ALASKA
STATEWIDE SYSTEM

The Director of Internal Audit is responsible for auditing the operation of the various segments of the statewide system of the University of Alaska. The Director also works closely with the various external auditors with which the university has contact. This position reports to the Board of Regents as well as to the Vice President for Finance.

Qualifications: Bachelors Degree in a Business Administration field, CPA Certification. Six years auditing experience including supervising ex-

perience. Less experience but including supervising experience may be acceptable if such experience has been in a university or in performing audits of a university.

Applications must be received at the following address no later than FEBRUARY 28, 1980:

Vice President for Finance
8th Floor Gruening Building
University of Alaska
Fairbanks, Alaska 99701

The University of Alaska is an Equal Opportunity, Affirmative Action Employer.

Publish: 1/30, 2/06, 2/13, 2/20

HELP WANTED

The State of Alaska, OFFICE OF OMBUDSMAN has an opening for a non-permanent ASSISTANT II in Anchorage. Three month exempt position. Salary Range 19.

RESPONSIBILITIES: Develop a rural educational outreach program for the Office of Ombudsman. It is anticipated that this program will utilize multi-media, written materials, and a rural communications network. Write and distribute a Request for Proposals to contract out the media

portion of the outreach program. Develop criteria for evaluating proposals received, participate in the selection of the contractor(s), and serve as Ombudsman liaison to the contractor during the performance period.

Draft educational materials and establish the communications network in cooperation with existing governmental, corporate, and private organizations operating in rural Alaska.

QUALIFICATIONS: Good organizational and administrative skills. Should have a working knowledge of the professional services contract regulations in the State Administrative Manual and an understanding of the duties and functioning of the Office of Ombudsman. Specialized training or experience in media in Alaska is preferred. Good verbal and written communication skills, and past travel and work experience in rural Alaska are essential. Should be familiar with the structure and interrelationships of rural decision-making bodies including traditional councils, municipalities, profit and non-profit organizations, and school groups.

Qualified applicants should submit a detailed resume with in-state references, and a letter explaining why they are interested in this position and why they feel their qualifications

meet stated needs.

Application deadline: February 15, 1980.

Anticipated period of employment: March, April, May, 1980.
Office of Ombudsman, 840 K Street Suite 203, Anchorage, Alaska 99501.
EOE

Publish: 2/06

HELP WANTED

STAFF ASSISTANT - HUMAN RIGHTS: Duties: General and specialized clerical support to employment rights staff, including typing statistical and narrative report, maintaining records, receptionist duties, and organizing staff activities. Knowledge of standard office procedures. Familiarity with Alaska Native organizations, and an interest in the EEO/AAP field. High school graduate or equivalent. "Indian Preference will be exercised." Under the P.L. 93-638. Closing date 2-21-80.

Cook Inlet Native Association
Phone 278-4641, Extension 210

HELP WANTED

WANTED: Research Analyst, Coalition for Economic Justice. Five month position with non-profit, low-income advocacy organization; invol-

ves research and data analysis concerning Anchorage low-income population service needs, as part of a community wide needs assessment. DUTIES: Work with Project Director to gather and evaluate data on Anchorage low-income population; seek new data sources; evaluate characteristics of population being served by assistance programs; design and implement small-scale survey research. QUALIFICATIONS: High school graduation or equivalent; demonstrated experience and skill working with statistics, data-gathering and analysis, and survey research. College degree in quantitative methods or social sciences preferred but not necessary. SALARY: \$13,000-\$600/month DOE. Send resume by February 18 to:
204 East 5th Ave., Suite 201
Anchorage, Alaska 99501
The Coalition is an Equal Opportunity Employer.

Publish: 2/06

HELP WANTED

DIRECTOR, ADVANCEMENT FOR
SHELDON JACKSON COLLEGE

Assistant to the President for Advancement who will develop relations and resources to support the College. Skills needed for public rela-