

#### Waatebagaa-Giizis (Leaves Changing Color Moon) September 2016

**Red Cliff Education Division Newsletter** 

#### Welcome Back

The Early Childhood Center would like to welcome back all the returning and new families to the center. We hope that you enjoyed your summer. As we begin the new year we would like to start off with a ECC Family night Wednesday, September 28th from 5pm to 7pm at the ECC. We will have fun activities and education about car/pedestrian safety. Also, We will have a guest speaker come and talk about the treaties and why they are important to us today. Lastly, we will have our 2016-2017 Policy Council Elections. Dinner will be provided and prepared by our awe-

some cook. If you have any questions, please contact Cindy Garrity (ext. 251) or Jenny (ext. 252) at 779-5030.



#### Policy Council 2016 - 2017

Are you a parent of a child of the ECC? Would you like to be involve in what is happening in the Red Cliff Early Childhood Center? We will be having our 2016-17 Policy Council Elections Wednesday, September 28th from 5 to 7pm at the ECC. There are 7 openings; 1 EHS Center Base, 2 Home Base, 2 Head Start, and 2 community reps. To be on the Policy council you can not be an employee or have an immediate family member working at the early childhood center. If you have any questions or would like to have your name put on the ballot contact Cindy Garrity (ext. 251).



#### Special points of interest:

- Opening ceremony/open house Sept. 6th
- Vision screening Sept 13th and 14th
- Policy Council meeting Sept 15th at 12:30
- Family night Sept 28th 5-7pm at ECC
- ECC/Tribe closed Sept 30th

#### Inside this issue:

Community Event Calendar

Classroom updates

Upcoming events

Health/Nutrition

**Oiibwemowin** 

Parent resource

Job Opportunities

Menu

#### Waatebagaa-Giizis (Leaves Changing Color Moon) September 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Bayfield K-5 Open house; First day of school grades 6-12	2	3
4	5 ECC/Tribe CLOSED Labor Day Tribal	6 Open Cere- mony/Open House 10am; No Child Day	7 First day of School	8 Fire Drill	9	10
	Council Mtg	WIC Pick up	14	15	16	17
11 Grandparents Day	12 School Board Mtg	Vision Screen- ing	Vision Screening	Policy Coun- cil Mtg 12:30		
		WIC Pick Up	Fire Drill			
18	19	*Tribal Coun- cil Mtg	21 School Readiness Mtg @ 2:15 Housing Mtg	22  Tornado Drill	Newsletter due All Staff 8am	Red Cliff Community Health Fall Festival
25	26	27	28 ECC Family Night/Home Base So- cial/Policy Elections 5pm to 7pm @ ECC	29	30  ECC/Tribe  Closed  Treaty Day	

#### Waatebagaa-Giizis





#### Agongos

Home Based September News

Welcome New and Returning Home Base Families! We look forward to the new school year with all of you!

#### Ojibwemowin:

Boozhoo! - Hello

Gigawaabimin—See you again

Miigwech—Thank you

# Mino Diibishkaan!

Delilah! 9/17

#### Aaniin ezhiwebak!

What's Happening!

- \* 9/2—Home Base Social 10-12
- 9/6—ECC Opening Ceremony 10am
- 9/24—Community Health Fall Festival
- 9/28—ECC Family Night/Home base Social
   (Looking for 2 Home Base Policy Council Reps!)
- 9/30—ECC/Tribe CLOSED

Miigwech!

715-779-5030

. Haley ext. 236

. Amaris ext. 238

# WAABOOZ NEWS



### WE WOULD LIKE TO WELCOME OUR BABIES AND THEIR FAMILIES TO THE WAABOOZ ROOM!

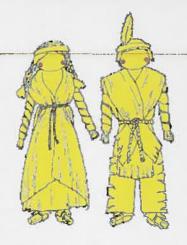
Cynthia - Mason - Ezmae - Violet - Michael - Felix - Mathias

We are looking forward to working with you and your child.
We are going to have a wonderful school year!! The first
month will be all about transitioning your children into school,
we do have individual transition schedules for each child. If
you have not received their schedule, please let us know!
Also, please remember to bring at least two extra sets of
clothes.

Milgwech,
Ms. Tiffannie & Ms. Judy
779-5030 ext. 224

#### Amik- Newsletter

Waatebagaa-giizis



#### Enaandeg:Ozaawaa

We are so excited to be back and in our new Amik room.

Nindizhinikaaz-Mertell-Ellyanna-Aviauna-Denissa-Zyauna-Lucien-Sloane-Marvin.and working with my family Ezhi'inaawendiyang, all about ME! I am a star Nindaaw.

Milgwech for coming and doing paperwork and the home visits.

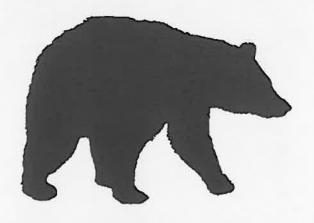
Teresa and Kelsey hold they my hand and go around in a circle, we can then fall down to the ground and laugh together. I might like to do this over and over again. sing leaves leaves lots of leaves falling falling down:) Kelsey Teresa



Amik-Beaver







## Makwa

September 2016

Welcome back to school and to our new classroom!
What a wonderful summer it was; all too short. We have enjoyed our home visits with you and were glad to hear about your good Summer Vacations.

Our new classroom is ready to go and will be a place of learning and fun. Some of the items and activities in Makwa will be very familiar to your children and some entirely new.

We look forward to another great school year!,

Ms. Maggie and Mr. Fred

Makwa Classroom phone extension: #244

Makwa office phone extention: #243



# ESBAN NEMS



#### SEPTEMBER 2016

#### News and plans

For the month of September we will be working on transitions from home to school, all about me and wild rice. We will do our best to make sure your child is comportable with us and if there is anything to help that out please let us know!

We will be doing many activities through the year so please send your child with clothing that can get messy. Also, please send in Two extra sets of clothing.

If you have any concerns or questions please give us a call at 715-779-5030 x241

MIIGWECH for entructing us with your child we are looking forward to a great year!

-Ms Nadine and Ms Melissa

#### LITERACY FACT FOR THE MONTH .....

ZERO TO THREE'S National Parent Survey shows that nearly half of parents (45 percent) think that reading to children starts to benefit long-term language development at 2 years or older-about a year and a half later than it actually does. Research shows that the benefits of shared reading actually begin at about 6 months.

ht top//monecontattocay/course/CO2-5-mays to now it reader - it a try-from-with

#### Remainders

- 9/5 Red Cliff Tribe Closed (Labor Day)
  - · 91/6 opening ceremony
  - · 9/11 Grandparents Day
  - · 9/28 ECC Family Night
- 9/30 Red cliff Tribe closed
   (Treaty day)

#### OJIBM6WOMIN

- · Boozhoo-hello
- · Daga-please
- · Webinan-throw it away



## Mashkodebizhikii Abiwin

#### **BOOZHOO**

Welcome back to all the families and welcome to the new ones. We are very excited to begin our school year. Also, thanks for meeting with us for home visits, filling out forms and for starting off the year having your child ready to come to school.

If you need to call us our extension is 247. If we can't get to the phone please leave a message and we will get back to you asap.

#### REMINDERS

- Bring in extra clothes (2 sets)
- Call if your child will not be in
- School hours: 8-2
- Please no toys brought in
- If you need child care contact Kim Gordon ext 253

#### Themes/Studies

September All about

me/wild rice/

Beginning the

year study

October Apple/Leaves







#### September

28th ECC Family Night/Home

Base social.

Policy Elections

5pm-7pm

30th ECC/Tribe Closed

#### Field Trip

End of October we will ride the bus to Erickson's farm. Watch for flyer for date and time. All are welcomed!!



Proud to be Teachers! Ms. Julie Ms. Karen





# Ma'iingan Room

#### Welcome Back!!!

What's New In The Ma'iingan Room?

We've missed you all and we are looking forward to the new school year!! A few things we will be working on in our classroom will be:

- Getting to know each other
- Turn taking
- Sharing
- All About Me Projects
- Wild Ricing
- Apple/Leaf Projects
- Self Help Skills

Some friendly reminders to parents is to make sure your child has appropriate clothing and extras at school, we play hard and get messy at times. We start our day at 8am to 2pm. We look forward to a great start of the new school year and cant wait to see you all!! Miigwech!! Ms. Alicia Ms. Patsy

Ojibwe Phrase and Words

Nindede Father

Nimaamaa Mother

Nimise Older Sister

Nisaye Older Brother

Aanin ezhini-

kaazoyan? What are you called?

Aandi wenjibaayan? Where are you from?

Aandi ezhaayan ? Where are you going ?

Aaniin endasobiboonagiziyan ? How old are you ?



#### Migizi News!

Boozhoo! We are so very excited to start the school year! We would like to welcome each of you to the Migizi Classroom! This month we will be working on transition into the classroom, making new friends, getting to know one another, sharing, caring, respecting others, and honesty.

#### Important days to remember this month are....

Saturday September 24, 2016 is the Red Cliff Clinic's Fall Festival September 28, 2016 ECC Family Night/Home Base Social/Policy Elections at 5-7 pm

The Red Cliff Tribe is closed September 30, 2016 for Treaty Day

Please make sure your child is dressed accordingly for the weather and make sure they have extra clothes here at school. Please have your child at school at 8 am!

A Chi Miigwech to all the families for being patient and letting us take care of the first home visits for the year. Parents if you have any questions please feel free to give us a call at 715-779-5030 ext. 245. If we don't answer, please leave us a message and we will return it as soon as possible.

Miss Linda and Miss Diann



#### 88455 Pike Rd, Hwy 13 • 89830 Tiny Tot Drive Bayfield, Wisconsin 54814 • (715) 779-5030 • FAX (715) 779-5046

TO:

FROM:

ECC Head Start Families

Nicole Boyd, Head Start Director

Terry Newago Jr., Transportation Supervisor and Driver

DATE:

August 25th, 2016

RE:

Head Start Bus Transportation

I'd like to take this time to welcome back returning Head Start students and those that are just joining us for the first time! Head Start Bus transportation safety and precautions is a huge priority for the ECC and we would like to start the year with reminding and informing families of the following bus safety policies and practices:

- Children must be walked to and from the bus by an adult- this means a child may not get off the bus while you wait for them at the house door or walk to the bus in the morning alone while an adult watches from the house. Bus monitors and drivers DO NOT leave the bus.
- Children will only be released to authorized adults- this means that if you have an extended family member waiting at your home who is not on the authorization form, the driver will not release your child to them. Releases can be updated at anytime.
- Children should not bring food or toys onto the bus- this means children cannot bring the snack or breakfast they were eating with them onto the bus. Toys may be in backpacks and exceptions may be made for those children that require a security item such as a blanket or stuffed animal-please let us know if this is necessary so we can explain the dangers of bringing toys onto the bus and work out a plan that meets both the Head Start and child's requests. ©
- Bus times are approximate- this means that when the ECC provides a time that your child will be picked up or dropped off it could vary by 10 or more minutes depending on the day. Variances such as number of children present that day, if there was an incident that day, if no one was home at a house, etc. could change the time. We apologize and hope that with good practice, times will become more routine for the convenience of everyone.
- Bus will wait 2 minutes at each home before going on- this means that at each bus stop the bus will wait approximately two minutes so please try to be ready and waiting.
- Report any bus changes to main office any time- this means if your child will be picked up or dropped off at a different location, please call 779-5030 and leave a message-bus drivers and monitors check messages before they leave the facility and someone will get the message.
- Use stop and go bus sign- please post the sign in a visible place for the driver to view. Turn to stop when your child coming to school on the bus and go when your child will be not riding the bus.

We look forward to safely transporting your child to and from school each day. If you have any questions or comments, please stop in anytime or contact myself at 779-5030 ext 230, your child's teacher, or Terry. Miigwech for your cooperation and understanding of providing safe transportation to and from school.



#### Subs Wanted At the ECC

Subs are wanted at the Red Cliff Early Childhood Center Starting Wage \$9.00 hr. based on qualifications

Kitchen





Classrooms

Child Care



**Bus Drivers** 

If you are interested please contact

Cindy Garrity, Ashley Peterson

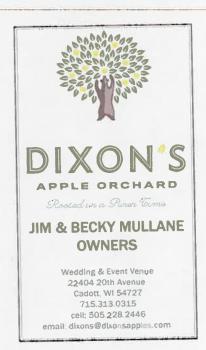


or Nicole Boyd

715-779-5030

Or stop up at the ECC and pick up an application.

89830 Tiny Tot Drive



#### 2016 SEASON

LARGE QUANTITY BOUGHS NEEDED FOR WREATHING AND ROPING BUSINESS.

# SEEKING BALSAM AND CEDAR BOUGH CUTTERS

PLEASE CALL JIM AT 505-250-8904 OR BECKY AT 505-228-2446.
WILL DISCUSS PAYMENT



PREP, Inc.



## Relationships Matter Class

Thursdays, 4:15-5:45 pm Washburn Public Library
Six Sessions Starts Sept 15 For Individuals or Couples







Relationships take work...When we're managing a busy schedule, it's easy to take our relationships for granted. But research shows that our relationships impact our health, happiness and even our financial wellbeing. Strong relationships help us thrive!

Relationships Matter is an awareness and communication skills class for individuals. Through discussion and activities, participants learn how communication, stress management, problem solving and other skills can strengthen all kinds of relationships, including couple, parenting, friendships, work relationships and more. Relationships really matter! They impact our health, happiness, families, financial stability, and life satisfaction.

**Boost your relationship smarts!** 

6 sessions • \$10 per person (limited number of scholarships available). Includes class materials, light refreshments. Features curriculum from PREP, Inc. evidence-based relationship series.

Thursdays, 4:15-5:45 ■ Washburn Public Library ■ Starts Sept 15

Registration Required ■ Space is Limited. ■ Call: 715-373-6104 ext. 2 for registration or questions.





#### ATTENTON WIC CLIENTS

WIC PICK UP DAYS

**FOR** 

**SEPTEMBER** 

WILL BE

TUESDAY, SEPTEMBER 6TH

MONDAY, SEPTEMBER 12<sup>TH</sup>

TUESDAY, September 13<sup>TH</sup>

FOR QUESTIONS CALL 715-779-3707 EXT 2261

# ECC Family Night

Wednesday, September 28, 2016

@Red Cliff
Early Childhood Center

5pm to 7pm



**Home Base Social** 

"What are Treaties?"

Bus/pedestrian Safety

\*Dinner will be provided\*

# SAVE THE DATE

## 1854 TREATY

GATHERING CELEBRATION

# September 30th, 2016

11:00 a.m. till 3:00 p.m. FEAST at 12:30 p.m.

At the newly purchased "Merchant Property"

88925 Merchant Road

Learn the History of the 1854 Treaty

1854 Treaty will be displayed

**Buffalo Pipe** 

Agenda will follow soon

Come and Enjoy the Gathering and learn the History of the Treaty

# FARMERS MARKET

Come buy fresh, affordable, organically-grown Red Cliff produce!

WIC and Senior vouchers are accepted



Minobimaadiziiwin Gitigaanin

Farmer's Market

Every Tuesday
12 PM - 3 PM

Located by the Red Cliff Health Center at the corner of Hwy 13 and Aiken Rd

# 2016 Red Cliff Fall Schedule WITC - GED/HSED & Adult Education Classes





GED/HSED and Adult Education Classes

Available at:

#### Red Cliff Library

Earn your GED/HSED or just brush up on your basic skills in Reading, English, Grammar, Science, Social Studies, and Math – that you will need to continue your education or enter the workforce with confidence.

Courses are self-paced with instructor assistance, and you can enroll at any time during the term.

# Classes are FREE! Fall Schedule

Aug. 29<sup>th</sup>-Dec. 19<sup>th</sup>, 2016

Mondays, 12:00 - 3:00 p.m.

**Instructor: Theresa Beckman** 

#### **For More Information Contact**

**Drew Emmert: 715-682-4591 Ext. 3118** 

drew.emmert@witc.edu

Or

Theresa Beckman: 715-682-4591 Ext. 3430

theresa.beckman@witc.edu

Or

Krystle Topping, Red Cliff Education

Director: 715-779-3700

krystle.topping@redcliff-nsn.gov



# Raspberry River VVild Rice Re-Seeding Event

September 24th
10 am

Raspberry Campground

Join Treaty Natural
Resources and Youth
Center staff in spreading
wild rice seed in the
Raspberry River!
Lunch will be provided!



Please call ahead to sign up with the Environmental Department at 715-779-3650

Pre-registered attendees will receive priority for canoes!

#### Choose My Plate.gov



#### United States Department of Agriculture

There is more than one way to eat healthfully and everyone has their own eating style. Make healthier choices that reflect your preferences, culture, traditions, and budget. Choose fruits, vegetables, grains, dairy, and protein foods to get the most nutrition and meet your personal calorie needs. Aim for a variety of foods and beverages from each food group and limit saturated fat, sodium, and added sugars.

## Everything You Eat and Drink Matters — Focus on Variety, Amount, and Nutrition

What and how much you eat and drink, along with regular physical activity, can help you manage your weight and lower your risk of disease.

#### Choose Foods and Beverages with Less Saturated Fat, Sodium, and Added Sugars

The saturated fat, sodium, and added sugars found in foods and beverages are important for you to think about as you build your healthy eating style. Saturated fat and sodium are sometimes found naturally in foods and beverages. Sugars, sodium, and ingredients high in saturated fat can also be added during processing or preparing foods and beverages.

#### Start with Small Changes

Create an eating style that can improve your health now and in the future by making small changes over time. Consider changes that reflect your personal preferences, culture and traditions. Think of each change as a "win" as you build positive habits and find solutions that reflect your healthy eating style. Each change is a MyWin that can help you build your healthy eating style. Use the tips and links below to find little victories that work for you.

#### Choose My Plate.gov



#### **United States Department of Agriculture**

#### SODIUM

Most of us get more sodium than we need. While adding salt to your food is a source of sodium, it may not be the main reason that your sodium intake is high. Packaged and prepared foods such as ready-to-eat products or restaurant meals are common sources of sodium.

Sodium is added to packaged foods during processing such as in curing meat, baking, thickening, enhancing flavor, as a preservative, or to keep foods moist.

SOME COMMON FOODS THAT ARE OFTEN HIGH IN SODIUM				
packaged or prepared meat, poultry, and seafood products	pizza	pre-packaged rice or pasta dishes		
salad dressings and seasonings	sauces and gravies	soups		
sandwiches	taco mixes			

You can lower the amount of sodium you eat and drink.

- Use the Nutrition Facts label to compare the sodium in packaged foods and beverages.
- Buy low-sodium, reduced sodium, or no-salt-added products.
- Look for fresh, frozen, or canned vegetables without added sauces or seasonings.
- Choose fresh or frozen poultry, seafood, and lean meats instead of prepared or readyto-eat products.
- Cook more often at home to control the sodium in your food.
- Add herbs and spices instead of salt to recipes and dishes.

Visit a farmers' market Mark the end of summer with a trip to a farmers' market. Your children will find colorful produce like ruby-red tomatoes and sunshine-yellow corn. Let them bring along a sketchpad to draw their favorites-and pick out some to bring home. Note:

**Nightly walks** 

Consider a new (healthy) ritual this school year: Take a family walk around the block after dinner two, three, or even more nights a week. Not only will you get everyone's blood pumping a little faster, you'll also spend time together and relax after a day at school and work.

Many farmers' markets accept SNAP

cards, and some even double the

value for fruits and vegetables.

Many sports drinks have as much added sugar as

soda. For most kids, water is a perfect way to rehydrate after physical activity. Sports drinks are really only needed if your youngster participates in sustained and vigorous physical activity. Otherwise, they become a source of empty calories.

#### Just for fun

Q: What did the soccer ball say to the soccer player?

A: I get a kick out of you.



#### **Breakfast: Make it a habit**

Eating breakfast regularly can help your child do better-and behave better—in school. Here are ideas for getting into the breakfast habit despite the morning rush.

**Keep it simple** 

Breakfast doesn't have to be complicated. It could be as simple as whole-grain toast topped with cheese and a sliced pear or a nutritious cereal with nonfat milk and

fresh or frozen (thawed) fruit. Another easy idea: Make scrambled eggs in the microwave. Just beat one or two eggs with a splash of milk in a microwavesafe bowl. Cook on high for 1-2 minutes, pausing to stir every 30 seconds.

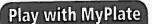


Plenty of breakfast foods can be made ahead and frozen -- and still taste delicious! Over the weekend, cook up a double batch of whole-grain pancakes or waffles, and store the extras in a freezer bag. On a busy morning, reheat a few in the toaster. Breakfast will be ready in a

snap. Tip: When storing, place waxed paper between each waffle or pancake. That will make it easier to pull the frozen ones apart.



Some kids need extra time in the morning before they feel hungry. Eating breakfast at school will give your youngster's stomach time to "wake up," while freeing up a little morning time for both of you. Plus, getting breakfast in the cafeteria means a healthy meal and another chance to eat with her friends. Note: Check with the school office to see if your family qualifies for free or reduced-price meals.



Help your youngster learn how to build a healthy meal by creating his own "plate of food" based on the MyPlate food guide.

- 1. Together, look at a picture of MyPlate (choosemyplate.gov/ myplate), and ask him to tell you about it. He will notice that about half the plate is fruits and vegetables, a little more than a quarter is grains, and slightly less than a quarter is protein. Plus, there's a cup for dairy.
- 2. Let your child cut pictures from old magazines for each category. With a marker, have him divide a paper plate into the MyPlate sections. Then, he could glue the pictures where they belong.
- 3. Post his MyPlate where he can see it during meals. It will be your youngster's healthy model as he fills his real plate! 🝑



# The whole outdoors is a playground

Fall's cooler weather makes for an ideal time to play outdoors. These fun activities will get your youngster outside and moving around.

**Go on a scavenger hunt.** Make a list of common outdoor objects. For younger kids, try an ABC list like <u>a</u>corn, <u>b</u>arking dog, <u>c</u>ar, <u>d</u>andelion, and so on. Older kids might enjoy



a theme-based list, such as "items found in a park" or "landmarks around town." Buddy up to run around and mark off the items on your list.

#### Hold a bike rodeo.

Suggest that your child invite friends for a bike

rodeo. Chaperone as they meet at a park or school blacktop (helmets required). They could "follow the leader" on their bikes. Or they can draw a zigzag path or a big figure eight with chalk and then bike along it.

#### ACTIVITY H CORNER 9

#### Hula hoop games

Your child might be surprised to learn that hoops have been popular playthings for thousands of years. In fact, children in ancient Egypt, Greece, and Rome shaped hoops from dried grapevines and rolled them along the ground using sticks. For a more modern twist, suggest these contests:



- Form a circle with everyone holding hands. Place a hula hoop over one pair of clasped hands. On a signal, begin moving the hoop around the circle—along each person's arm, over her head, and down the other arm—without breaking hands. Time how long it takes to complete the circle. Then, start again, and try to beat your time.
- Who can keep her hula hoop going the longest? Begin with spinning your hoop at the waist. Move on to variations like spinning in the opposite direction, spinning while standing on one leg, or even spinning more than one hoop. ●

#### O provide busy parents with practical ways to promote

To provide busy parents with practical ways to promote healthy nutrition and physical activity for their children.

Resources for Educators, a division of CCH Incorporated 128 N. Royal Avenue • Front Royal, VA 22630 540-636-4280 • rfecustomer@wolterskluwer.com www.rfeonline.com

Nutrition Nuggets<sup>TM</sup> is reviewed by a registered dictitian. Consult a physician before beginning any major change in diet or exercise.

ISSN 1935-4630



#### & Nutritious backpack snacks

**Q:** Several days a week, my son goes straight from school to after-school programs. Can you suggest healthy snacks that will survive in his backpack until the afternoon?

**A:** Snacks can give your son energy for his after-school activities. The trick is finding some that are crush-proof, don't require refrigeration—and are nutritious.

Good options include:

- ✓ trail mix of nuts, dried fruit, and pretzels
- ✓ air-popped popcorn
- fruit cups packed in their own juice
- homemade cracker sandwiches made with whole-grain crackers and any nut butter
- fresh fruit like peeled tangerines, pineapple or melon chunks, or grapes that have been washed, dried, and stored in a zipper bag

washed, dried, and stored in a zipper bag

Be sure to send things your child will eat by involving him in the process. Take
him food shopping with you, and let him help prepare and pack the snacks.



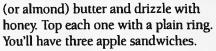
#### A is for apples

September is apple season! Take advantage of all the varieties available with these quick recipes.

**Apple oatmeal.** Combine  $\frac{1}{2}$  cup rolled oats,  $\frac{1}{2}$  cup water, and 1 tsp. cinnamon in a microwave-safe dish. Microwave on high for 1 minute. While the oats are cooking, peel, core, and chop 1 apple. Add to oats and cook for another minute.

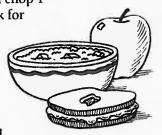
#### PB & apple sandwich.

Cut an apple in half horizontally, and remove the core. Slice each half into three rings. On half of the rings, spread ½ tbsp. peanut



*Idea*: Combine crispy fall apples with a science lesson by showing your child how to keep cut apples from turning brown. Have her drop apple slices in a

bowl containing 4 cups water and 1 tbsp.
lemon juice. Soak 2–3 minutes, and drain.
Explain that the acid in the lemon juice stops the chemical reaction that turns apples brown.



# Double Vowel Pronunciation Guide

00 = uh as in lug = aah as in autistic or autumn = ay as in bay or hay = glottal stop = brief pause = ee as in seen or bean = ih as in ick or ish = oo as in moon or loon = oh as in ojibwe

1 - Boozhoo Niij-A	nishinaabeg!
(Hello my fello	w human beings!)
2	_ indizhinikaaz
(My name is _	)
3	_ indoonjibaa
(I am from	)
4 – Nindananokii	
(I work as/at	)

AWE-SII-YAG / AWA-KAA-NAG	(ANIMALS / FARM ANIMALS)
1. BEAR	MA-KWA
2. DEER	WAA-WAA-SHKE-SHII
3. Fox	WAA-GOSH
4. Wolf	MA'-IIN-GAN
5. BEAVER	A-MIK
6. SKUNK	ZHI-GAAG
7. PORCUPINE	GAAG
8. RABBIT	WAA-BOOZ
9. MUSKRAT	WA-ZHASK
10. OTTER	NI-GIG
11. Mouse	WAA-WAA-BIG-A-NOO-JIINH
12. Dog	ANI-MOSH
13. CAT	GAAZH-A-GENS
14. Cow	BI-ZHIKI
15. SQUIRREL	AJID-AMOO
16. Buffalo	MASH-KO-DE-BI-ZHIKI
17. SHEEP	MAA-NISH-TAA-NISH
18. Pig	GOO-KOOSH
19. HORSE	BE-BE-ZHI-GOO-GAN-ZHII

20. Moose

MOOZ

#### <u>Preschool Communication: How to Get Your Child to Share</u> <u>Their Day at Preschool</u>



e've all been there. You go to pick up your sweetle from preschool. You're ecstatic to see your

preschooler and they are over the moon to see you. You hug, you kiss, you gather up their belongings and you scoop them into your arms. Then, you ask the question that parents have been asking since, it seems, formal schooling began:

#### How was your day?

It's a simple question. Only 4 words. You anticipate a long list of activities, lessons, learning experiences and social accomplishments! You want to hear everything. You are glddy. Did they paint? Did they color? What songs did they sing? Did they get to play outside or was the playground too wet?

#### But...

If you're lucky you get, "Good." If you are not as lucky you may not even get that. It's frustrating for parents because we are dying to know all about our little ones' days. Sure, we can ask their preschool teachers... and we do. However, preschool communication via the teachers just isn't the same. You want to share the conversation with your child.

You may find yourself wondering if they are not having fun at their child care center, or worse, if they're mad at you for leaving them. The reality is that it's much more likely that none of that is the case. Unless they are having problems at preschool or at home, or are showing signs of delays or emotional issues, then there is no reason to read too much into it. Their clamming up may be deflating or even annoying but it shouldn't be of concern to parents.

The question, however, remains, "Why don't they tell me about their day?" This is a parenting conundrum that baffles many. You are certainly not alone. There are a few possible reasons why your kids may get quiet when asked about their day:

They may not remember some of it. They are, after all, still quite young. If their teacher read a book before nap, they might as well have read it last month. It's like someone asking you to recall what happened on your favorite TV show 6 weeks ago. You might be a bit hazy on the details.

They are excited to see you and don't want to talk about daycare and preschool. YOU are here now. Forget preschool! Let's go to the park!

They don't associate you with preschool or preschool with you. Some children simply think that home and daycare or preschool are two separate spheres and that the people and activities in each place rarely mix.

The answer may also be "none of the above." Toddler and preschooler psychology can be complex and kids' minds can work in very mysterious ways. The truth is, they may have their own set of reasons for keeping quiet about their day.

However, whatever the reason, there are some simple things that you can try to get them engaged in talking with you. Here are tips to help improve daycare and preschool communication to get your child to share their day at preschool:

Ask specific questions. "How was your day?" is just too general. It doesn't really hold a lot of meaning to a young child. It also leaves the conversation open for a very vague answer. The best way to get a lot of great information is to ask a lot of really good questions. Ask them things like, "What did you have for lunch?" or "Did you enjoy art today? Did you paint or draw?"

Wait until they have had a moment to decompress. Think about it from your perspective. If you got picked up each day from work and were immediately drilled about your day, how receptive would you be? Would you want to immediately start chatting about everything that you had done that day? Probably not. So, let them ride in the car for a bit, have a snack or even (gasp!) watch 10 minutes of TV before questioning them about their day.

Find ways to engage them in preschool activities at home. This will help them to make the home-school connection which is so key to early childhood education. It is a lot of fun for parents too! Try buying books that you know that they are reading at school. OR, if you know that they are learning about a specific topic then plan a "field trip" to learn more about the unit.

Modeling behaviors, language and pretty much everything for your kids is the best way to get them to do what you want. It's a huge part of parenting. Therefore, if you want them to talk to you about their day then tell them about yours. Tell them what you ate for lunch or that you went to a meeting and met new people. If you learned something new, then tell them. For example, "Today at work, I learned all about my new computer and how it works. I still need to practice but I am getting better." This type of modeling will encourage them to share with you.

If you try these tactics, you will likely have some success in getting that little mouth moving to improve preschool communication. However, sometimes kids just don't want to share. You should be respectful of their privacy, as well. If they feel that they would rather not talk then don't force them. Kids don't have to tell their parents everything and sometimes children enjoy having their own space outside of their home that they don't have to share with siblings, parents or other family members.

You can (and should!) continue to ask questions, model for them and engage them in daycare and preschool-related topics. Hopefully, they will open up. Preschoolers can be as quirky as adults and may not always behave in ways that make sense to us. However, if you are getting good reports from preschool and your child seems happy and well-adjusted then there is no need to worry.



#### RED CLIFF BAND

#### of Lake Superior Chippewa

Home :: Plaming :: Heritage and Culture :: Tourism :: Current Events :: Tribal Government :: Newsletters ::

Red Cliff Mail Login :: Council Meetings: Divisions:: Employment Opportunities : Request for Proposals :: Resources ::

Employment
 Opportunities

:: Job Openings ::

Job Openings

**Current Openings** 

Job Application

Job Center of Wisconsin displays open job orders maintained by the Job Center of Wisconsin. Link to Job Center of Wisconsin

 Law Enforcement Job Application All jobs require that you use the Job Application posted on this site and require a Background Information Disclosure (also posted).

Background
 Information Disclosure
 Form (HFS-64)

**Disclosures** 

Inbal Benefits Sheet



#### **Current Openings for the Red Cliff Tribe**

Assistant Child Care Teacher
DEADLINE: September 15, 2016

Early Head Start Home-Based Teacher
DEADLINE: September 15, 2016

Community Health Representative DEADLINE: September 15, 2016

Medical Coder (1 to 3 positions)
DEADLINE: Open Until Filled

Physical Therapist
DEADLINE: Until Filled

Planning Project Coordinator
DEADLINE: Until Filled

EHS Center-Based Teacher DEADLINE: Until Filled

Tribal Admin Liaison
DEADLINE: Until Filled

**Outpatient/Community Based Mental Health Professional** 

**DEADLINE: Until Filled** 

20 Hr-Week - 10 Hr EHS HB Supervisor and 10 Hr ECC Health Assistant

**DEADLINE:** Until Filled

<u>Tribal Law Enforcement Officer - Part Time</u> **DEADLINE: Until Filled** 

Chief Financial Officer
DEADLINE: Open Until Filled

**Current Openings for Legendary Waters Resort & Casino** 

Click Here to view Current Legendary Waters Resort & Casino Job Openings

**Current Openings for Red Cliff Housing Authority** 

Red Cliff Housing - New Hope-Resident Manager
DEADLINE: Until Filled

Red Cliff Housing - New Hope-Case Manager

DEADLINE: Until Filled

#### **Current Openings for GLITC**

**Great Lakes Inter Tribal Council Job Postings** 

**Current Openings for GLIFWC** 

**Great Lakes Indian Fish & Wildlife Commission Job Postings** 

Current Openings for School District of Bayfield, WI

Click here for Available Job Vacancies at Bayfield School

**Current Openings for Bay Area Home Health** 

Bay Area Home Health - Personal Care Workers / Supportive Home Care Workers / Certified Nursing Assistants

**Current Openings for UW Extension** 

**Current Opportunities for UW Extension** 

**Current Openings for the Wisconsin Jobs** 

**Outdoor Advertising Program Coordinator** 

**DEADLINE: August 31, 2016** 

Legal Instruments Examiner
DEADLINE: September 1, 2016

National Park Service - Administrative Support Assistant (OA)

**DEADLINE: September 6, 2016** 

Region Program and Planning Engineer

**DEADLINE: September 9, 2016** 

**Current Openings for the ATS-Associated Training Services** 

**ATS-Associated Training Services** 

Current Openings for the UMOS National Farmworker Jobs Program (NFJP) Training

Welding and CDL Job Skills Training

**NFJP flyer** 

NFJP brochure 2016

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#### JOB DESCRIPTION

POSITION: Early Head Start Home-Based Teacher

LOCATION: Red Cliff Early Childhood Center

PROGRAM: Early Head Start

WAGE: \$9.00 to \$12.00 Entry Level Wage Scale

Entry level wage scale refers to starting wage for new hires only.

Educational background and years of experience will be considered in wage

determination upon hiring.

#### THIS IS A REGULAR FULL-TIME NON-EXEMPT POSITION

SUPERVISOR: Early Head Start Home-Based Supervisor

Early Head Start Director

#### GENERAL DESCRIPTION OF DUTIES

Primary responsibility is to provide weekly home-based services to a maximum of 12 Early Head Start families, which includes infants and toddlers 0-3 and pregnant women, using a Parents As Teachers home-based curriculum. Home visits are provided primarily during weekday and daytime hours. Job duties require planning and implementation of home-based option which reflects best practices while incorporating Ojibwe language and culture into curriculum.

#### JOB RESPONSIBILITIES

- Conduct minimum of 1½ hour weekly home visits for each Early Head Start home-based family as stated in Federal Performance Standards, with minimum requirement of 32 home visits per family per program year. Also must provide enrolled prenatal moms' home visits once per month until delivery of infant.
- · Plan and implement home-based activities which are age appropriate and that enhance infant and toddlers' social/emotional, physical, and intellectual development and child development, parenting information for pregnant women.
- All EHS Home Based teachers will jointly provide up to two group socializations
  per month for Early Head Start children and their parents to allow for age-appropriate peer group
  interaction with parent involvement. (Minimum of 16 socializations per year.) This could include play
  groups, group meetings, other activities as scheduled, which may include nights or weekends.
- Responsible for working with each family to develop a Family Partnership Agreement in accordance with Head Start Federal Performance Standards.
- · Responsible for recordkeeping on Child Plus, Visit Tracker, maintenance of weekly P.A.T. home-based files and portfolios, and resource/referral for delivery of other services as needed.
- Teachers must obtain and maintain *Parents As Teachers*' Home Visitor certification annually to work with ages 0-3 and prenatal.
- Receive appropriate training and information to administer screening for prenatal and postpartum depression for prenatal women

- Will provide EHS director with program statistics for both annual Parents As Teachers' and Head Start Program Information Report (PIR) statistics.
- Work with tribal, community, and county service providers in order to provide necessary services to the EHS home based child, their parents and any pregnant women enrolled in the program.
- Documentation of all recruitment efforts and contacts with families as well as other required program information.
- Develop and maintain a professional relationship with families enrolled in Early Head Start as well as must maintain confidentiality of all child/family information and records.
- Collaborate with other home based staff, parents, and community resources to incorporate Ojibwe language and culture into home-based activities and curriculum.
- Reinforce positive self-image, pride, and cultural identity with both the parents and the infants/toddlers during all activities.
- Must attend and participate in weekly EHS meetings, specific home base staff meetings, parent meetings and Policy Council as requested and participate in job related training as required.
- Any program equipment, cameras, laptops, or any other supplies purchased or obtained by the EHS program must remain within the EHS Home Based offices, and cannot be used outside of the Early Childhood Center unless you have prior express permission by the EHS Director to use outside of the center. Violations of this policy can result in disciplinary action.
- Adhere to all EHS/ECC policies and procedures and insure that Head Start Federal Performance Standards are being met.
- The above identified responsibilities are not intended to reflect all tasks necessary for the position. Perform other duties as directed.

#### QUALIFICATIONS

#### Required:

1) High school diploma

2) Excellent oral and written communication skills and knowledge of local community resources.

3) Cultural sensitivity to Ojibwe culture, Native American beliefs, values, community mores.

4) Current first aid and CPR certification or willingness to obtain these certificates within six (6) months of date of employment. Program will cover costs as needed.

5) Must successfully complete eight (8) hour training through collaboration with the Red Cliff Community Health Center on the Two Week Newborn Home Visit prior to scheduling or holding any home visits with enrolled newborn infants.

6) Must pass mandatory background check and drug tests prior to hiring.

Mandatory requirement for valid driver's license, reliable automobile, and proof of auto insurance. (Proof of auto insurance can be provided upon hire.)

Minimum of one year prior experience in home visitation services, counseling/guidance, or family service/human service field.

Associate Degree in Early Childhood Education or related degree or

a) Applicants can be considered if enrolled in an associates' degree early childhood program and meets minimum education requirements

b) Applicant has early childhood education coursework and is willing to enroll in associates' degree

early childhood within probationary period.

c) One year minimum coursework in early childhood or related field.

#### Highly desirable (but not required):

Bachelors' degree in Early Childhood Education

Early childhood coursework or any specialized training in infant/toddler development, current certification for *Parents As Teachers* (training will be provided by program as needed).

WORK ENVIRONMENT: Red Cliff Early Childhood Center facility

SPECIAL REQUIREMENTS: Must be able to work some nights if needed for home based socializations.

PHYSICAL REQUIREMENTS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as long as the staff disability does not create an undue risk of injury to any enrolled children in the home based option.

Must be physically able to work with young children and must be able to regularly lift and/or move up to *forty* pounds; twenty pounds overhead and forty pounds from waist to shoulder; occasional lifting of fifty pounds is required and must be able to push/pull up to fifty pounds horizontally.

Required to stand, walk, climb or balance, stoop, kneel, crouch or crawl when working with small children and parents in the home. Required to use hands to finger, handle or feel objects, keyboards, tools or controls, reach with hands and arms, speak and hear, and ability to operate keyboard (computer).

Also required are: five year health exam, initial TB test and annual TB questionnaire, immunizations including Hepatitis B (or sign waiver), and required trainings such as confidentiality, CPR, Shaken Baby Syndrome, Sudden Infant Death (SIDS), etc.

TRAVEL REQUIREMENTS: Must be able to attend local, regional, and national trainings as required for successful performance of job duties.

Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

#### APPLICATION SUBMITTAL REQUIREMENTS:

The following items are required for this position:

- 1. Completed Tribal Application
- 2. Tribal Background Investigation Disclosure
- 3. Resume with at least 3 references.
- 4. Post-secondary transcripts; if applicable

**POSTING DATE: September 1, 2016** 

DEADLINE: September 15, 2016 at 4:00 p.m.

FOR FURTHER INFORMATION CONTACT: Human Resources Department Red Cliff Tribe

**Assistant Child Care Teacher POSITION:** 

16-20 hours per week EXEMPT:

Red Cliff Early Childhood Center LOCATION:

**CCDF** PROGRAM:

\$9.00 to \$11.00 per hour (depending on education & experience) WAGE:

Child Care Director SUPERVISOR:

#### GENERAL STATEMENT OF DUTIES:

Serve as a part-time Assistant Teacher for a collaborative Head Start/ Child Care classroom. The classroom will operate from 2:00 to 5:00pm. The assistant teacher will be assigned to a group of children from ages 18 months to 6 years old. Responsible for planning and implementation of educational programs which reflect best practices and integration of Ojibwe language and culture into curriculum. Must ensure the safety and well being of all children at all times.

#### RESPONSIBILITIES:

Maintain confidentiality of all child's and family information and records.

Promotion of safe, attractive and stimulating physical environment for children, also establishing and maintaining consistency of rules.

Assist the teacher with preparing lesson plans, and implement daily.

Reinforce positive self-image, pride, and cultural identity with children during all activities.

Maintain accurate daily records on attendance, daily intake, and medical log, children's eating/sleeping/toileting information for distribution in child file and to parents as well as other required

Maintain and document all contacts with parents. Develop and maintain a professional relationship with parents of children enrolled in program.

Positive child guidance techniques will be utilized by all staff when needed.

Collaborate with other staff, parents, and community resources to incorporate Ojibwe language and culture into daily activities and curriculum.

Work with Tribal, tribal and community service providers in order to provide necessary services to the child and their parents.

Notify supervisor in advance of any known absences you will have. Center based teachers are responsible for arranging for your own qualified substitute in your absence.

Adhere to all ECC policies and procedures and insure the Federal Performance Standards and State of WI Group Child Care Licensing Regulations are being met.

Develop and maintain a professional relationship with parents of children enrolled in the center.

Must be able to work a flexible schedule to help meet the needs of children, families and other staff.

All staff are expected to perform any other job related duties as directed.

The above identified responsibilities are not intended to reflect all tasks necessary for the position. Perform other duties as directed.

#### QUALIFICATIONS/KNOWLEDGE/SKILLS:

Must be 18 years of age or older and have completed high school or its equivalent.

Knowledge of Ojibwe language and culture preferred; knowledge of uniqueness of Red Cliff community required.

- · Must have documented 80 full days or 120 half days experience as an Assistant Teacher in a licensed child care center or other approved early childhood setting, within the first six months of employment.
- Must complete, the two following courses: <u>Introduction to Child Care Profession</u> and <u>Skills and</u>
  <u>Strategies for Child Care Teacher</u> within the first six months of employment
- · Preferred Associate Degree in Early Childhood Education preferred, or in the process of obtaining your Associate Degree in Early Childhood Education.
- · Additional training or education in Early Childhood Development is highly desirable. Prior experience and or strong desire to work with your children and their families required.
- · Coursework or any specialized training in Infant/Toddler development highly desirable.
- · Ability to work effectively and cooperatively with staff, parents, community members, and other support systems in the best interest of the child is required.
- · Valid driver's licenses with appropriate vehicle insurance; preferred.

### WORK ENVIRONMENT:

Primary work environment is in the classroom. All tribal buildings are smoke/tobacco free.

### **PERSONAL CONTACTS:**

Collaborative professional relationship with parents, extended families, and the Red Cliff community.

### SPECIAL REQUIREMENTS:

Must be physically able to work with young children, including a minimum of lifting 40 pounds, FBI Fingerprinted at a Field Print office, health exam, TB test, immunizations including Hepatitis B (or sign waiver), mumps vaccine (or waiver or proof of immunity) and required trainings such as Confidentiality, CPR, Shaken Baby Syndrome, etc. Must attend appropriate staff meetings, Policy Council and or Parent meetings as required.

### TRAVEL REQUIREMENTS:

Must be able to attend local, regional, and national trainings as required.

Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

### APPLICATION SUBMITTAL REQUIREMENTS:

The following items are required for this position:

- 1. Completed Tribal Application
- 2. Tribal Background Investigation Disclosure
- 3. Resume with at least 3 references.
- 4. Post-secondary transcripts; if applicable

**POSTING DATE: September 1, 2016** 

DEADLINE: September 15, 2016 at 4:00 p.m.

FOR FURTHER INFORMATION CONTACT: Human Resources Department Red Cliff Tribe 88455 Pike Rd, Bayfield, WI 54814 (715) 779-3700

All Early Childhood Center employees must submit mandatory criminal background check information to Human Resources Department with application. Per WI Department of Children & Families (DCF) Bureau of Early Care Regulation-(BECR) Memo 2014-03, as of 12-31-16 all licensed child care center employees much complete a one-time fingerprint-based background check on all employees. Every year thereafter, a name-based background check through the Department of Justice (DOJ) must be conducted annually or following any conviction occurring after commencement of employment.

The Red Cliff Tribe has a Drug-Free Work Place Policy and follows the intent of the Drug-Free Work Place Act. All new employees will be tested prior to starting employment.

Tribal preference will be applied in the case of equally qualified applicants, but all applicants will be considered.

45CFR 1301.31 requires preference be given to qualified current or former parents of Head Start/Early Head Start children as position vacancies occur.

### JOB DESCRIPTION

POSITION: Early Head Start Infant/Toddler Center Based Teacher

LOCATION: Red Cliff Early Childhood Center

PROGRAM: Early Head Start

WAGE: \$10.00-\$14.00 per hour depending on educational qualifications

### THIS IS A REGULAR FULL-TIME NON-EXEMPT POSITION

SUPERVISOR: Early Head Start Director

### GENERAL STATEMENT OF DUTIES:

Serve as one of two primary teachers for an assigned group of eight infants or toddlers in a center based environment. Early Head Start child/teacher ratio is 4:1. Responsible for co-planning and implementation of educational programs with co-teacher for six weeks old to 3 year old infants and toddlers which reflect best practices and integration of Ojibwe language and culture when possible into curriculum. EHS teachers will loop with the same group of infants/toddlers for three years, and move physically with them each year to the next developmentally appropriate classroom.

EHS teachers are expected to share all responsibilities within their classroom, and to create an environment of nurturance and sharing with all children. Each teacher must be able to have open communication with co-teacher regarding daily operation of classroom and child/parent needs.

### **RESPONSIBILITIES:**

- § Must maintain confidentiality of all child's and family information and records.
- § Cultural sensitivity required.
- § Ability to work effectively and cooperatively with staff, parents, community members, and other support systems in the best interest of the child is required.
- § Plan and implement age appropriate child development lesson plans which provides a variety of activities designed to enhance infant and toddlers social, emotional, physical, cognitive, and intellectual development.
- § Promotion of a safe, attractive and stimulating physical environment for infants and toddlers and also establishing and maintaining consistency of rules.
- § Reinforce positive self-image, pride, and cultural identity with infants and toddlers during all activities.
- § Meal times with children are in a family setting with at least one teacher, sitting at the table and engaging in conversation with the infants and toddlers. Infants and toddlers are encouraged, but not forced to eat or taste. Encourage older toddlers in self-help and independence skills by involving them in set up and clean up activities.
- § Maintain accurate daily records on attendance, daily intake, medical log, infant and toddler eating/sleeping/toileting information for distribution in child file and to parents as well as other required forms.
- § Maintain weekly online documentation of your four assigned childrens' developmental progress in ChildPlus as well as in Teaching Strategies Gold
- § Assist the family and child, and other relevant staff in developing an Individual Family Services Plan (IFSP) or Individual Education Plan (IEP) for special needs children.
- § Conduct two home visits annually per family as stated in the Federal Performance Standards.
- § Maintain and document all contacts with parents. Develop and maintain a professional relationship with parents of children enrolled in program.
- § Collaborate with other staff, parents, and community resources to incorporate Ojibwe language and culture into daily activities and curriculum.
- § Work with county, tribal and community service providers in order to provide necessary services to the Early Head Start child and their parents.
- § Mandatory attendance at all annual Coordinated Service Team meetings for children in your care or must work with Education Manager/EHS director *in advance* to revise CST schedule if there are conflicts.
- § Must attend and participate in weekly EHS meetings and all staff meetings and any other meetings as requested and/or job related training as required.

- § Notify supervisor in advance of any known absences you will have. Center based teachers are responsible for arranging for your own qualified substitute in your absence.
- § Any program equipment, cameras, laptops, or any other supplies purchased or obtained by the

  EHS program must remain within the EHS classroom offices, and cannot be used outside of the Early Childhood

  Center unless you have prior express permission by the EHS Director to use outside of the center. Violations of this policy will result in disciplinary action.
- § Adhere to all EHS policies and procedures and insure that Head Start Performance Standards are being met.
- § The above identified responsibilities are not intended to reflect all tasks necessary for the position. Perform other duties as directed.

### **EDUCATIONAL QUALIFICATIONS:**

### Required:

- § Applicants can be considered who are currently enrolled in associate degree early childhood program.
- § Applicants can be considered that have acquired a minimum of 15 early childhood credits.
- § Minimum of associate degree in *early childhood education preferred* or associate degree in human services, psychology, sociology or closely related field.
- § Mandatory infant/toddler course needed or immediate enrollment in online class during probationary period if hired.

Highly desirable: Bachelor of Arts or

Bachelor of Science degree in early childhood education or closely related field Knowledge of Ojibwe culture preferred.

A valid driver's license, reliable transportation with appropriate insurance coverage. Must maintain driver's eligibility as a condition of employment

### **WORK ENVIRONMENT:**

Primary work environment is in a 0-3 year old Early Head Start center-based classroom.

### PERSONAL CONTACTS:

Collaboration with local, state, and national collaborating partners, with particular emphasis on networking with parents, extended families, and the Red Cliff community.

### PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as long as the staff disability does not create an undue risk of injury to any enrolled children in the classroom.

Must be physically able to work with young children and must be able to regularly lift and/or move up to forty pounds; twenty pounds overhead and forty pounds from waist to shoulder; occasional lifting of fifty pounds is required and must be able to push/pull up to fifty pounds horizontally.

Required to stand, walk, climb or balance, stoop, kneel, crouch or crawl when working with small children. Required to use hands to finger, handle or feel objects, keyboards, tools or controls, reach with hands and arms, speak and hear, and ability to operate keyboard (computer).

Also required are: five year health exam, initial TB test and annual TB questionnaire, immunizations including Hepatitis B (or sign waiver), and required trainings such as confidentiality, CPR, Shaken Baby Syndrome, Sudden Infant Death (SIDS), etc.

### TRAVEL REQUIREMENTS:

Must have valid driver's license, automobile, and insurance. Must be able to attend local, regional, and national trainings as required.

Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

### APPLICATION SUBMITTAL REQUIREMENTS:

The following items are required for this position:

- 1. Completed Tribal Application
- 2. Tribal Background Investigation Disclosure
- 3. Resume with at least 3 references.

REPOSTING DATE: July 3, 2016 DEADLINE: Open until filled

FOR FURTHER INFORMATION CONTACT:

Human Resources Department
Red Cliff Tribe
88455 Pike Rd.
Bayfield, WI 54814
www.redcliff-nsn.gov

susie.gurnoe@redcliff-nsn.gov (715) 779-3701, Ext. 4268

All Early Childhood Center employees must submit mandatory criminal background check information to Human Resources Department with application. Per WI Department of Children & Families (DCF) Bureau of Early Care Regulation (BECR) Memo 2014-03, all licensed child care center employees much complete a one-time fingerprint-based background check on all employees by December 31, 2015. Every year thereafter, a name-based background check through the Department of Justice (DOJ) must be conducted annually or following any conviction occurring after commencement of employment.

The Red Cliff Tribe has a Drug-Free Work Place Policy and follows the intent of the Drug-Free Work Place Act. All new employees will be tested prior to starting employment.

Tribal preference will be applied in the case of equally qualified applicants, but all applicants will be considered.

45 CFR 1301.31 requires preference be given to qualified current or former parents of Head Start/Early Head Start children as position vacancies occur.

### JOB DESCRIPTION

20 Hour/Week EHS/HS Position POSITION:

10 Hour/Week Early Head Start Home Based Supervisor/

10 Hour/Week ECC Health Assistant

(Hours are flexible according to employee and supervisors)

LOCATION:

Red Cliff Early Childhood Center

PROGRAM:

Early Head Start/Head Start

WAGE:

\$12.00/hour

SUPERVISOR:

Early Head Start Director - primary

Health Mental Wellness Manager - secondary

NON-EXEMPT:

20 hours per week/12 months

### GENERAL DESCRIPTION OF DUTIES

Primary responsibility of EHS home based supervisor is to assist with minimal supervision of home based teachers; to assist with coordination of monthly requirement enrollment and home visit reports; and assistance to ensure all home base socializations and teacher absences for training have proper written notification to parents. Assist with annual Parents As Teachers' report, annual Visit Tracker data as well as collaborate with staff on the annual mandatory Program Information Report (PIR).

### JOB RESPONSIBILITIES:

**EHS Home Base Supervisor** 

Part-time home based supervisor position may increase up to eight more hours if 2016 fiscal year budget allows. Supervisor position will assist with in-house training of new home based teachers, assistance with more consistent and smoother communication with home based teachers regarding issues with job duties, needs of families, absences due to trainings, communications with families. This list is not meant to be inclusive; other duties as assigned.

### **ECC Health Assistant**

Primary responsibility is to work with Health and Mental Wellness Manager. Duties include tracking health data, health referral follow up, and family resource coordination related to health needs.

§ Maintain accurate and up-to-date child files as given by Health Manager.

§ Provide information/resources to families/teachers as identified in family partnership agreement and ensure that Head Start family data is entered into the Child Plus data management system to track services and progress.

§ Must maintain confidentiality regarding, children, families, and staff at all times.

§ Document contacts with parents and maintain confidentiality of each family's information and records.

§ Must be able to pick up health documents from Red Cliff Community Health Center or from ECC parents' homes as requested.

§ Must be able to transport parent/guardian (only) to and from ECC as requested by supervisors.

§ Hours of work are flexible according to hired employee and supervisors.

### **OUALIFICATIONS**

High school diploma

- · Applicant must have strong computer skills
- · Excellent oral and written communication skills and knowledge of local community resources.
- Must have ability to work effectively as a team player in conjunction with Health and Mental Wellness Manager and EHS home base staff. Attendance at ECC Management meetings only when requested.
- · Cultural sensitivity to Ojibwe culture, Native American beliefs, values, community mores.
- · Minimal amount of experience in family service/human service field, home visitation services
- · Must pass mandatory background check and drug tests prior to hiring.
- Mandatory requirement for valid driver's license, reliable automobile, and proof of auto insurance. (Proof of auto insurance can be provided upon hire.) Be eligible to be put on the tribe's vehicle insurance policy.

### Preferred

· Preferred minimum of one year prior experience in supervision/management of employees

### Highly desirable (but not required)

· Associates' degree or bachelors' degree in early childhood education

WORK ENVIRONMENT: Red Cliff Early Childhood Center facility

PHYSICAL REQUIREMENTS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as long as the staff disability does not create an undue risk of injury to any enrolled children in the home based option.

Teacher positions must be physically able to regularly lift and/or move up to *forty pounds* if needed and/or occasional lifting of fifty pounds is required.

Required to stand, walk, climb or balance, stoop, kneel, crouch or crawl when working with small children and parents in the home. Required to use hands to finger, handle or feel objects, keyboards, tools or controls, reach with hands and arms, speak and hear, and ability to operate keyboard (computer).

Also required are: five year health exam, initial TB test and annual TB questionnaire, immunizations including Hepatitis B (or sign waiver), mumps vaccine (or waiver or proof of immunization) and required trainings such as confidentiality, CPR, Shaken Baby Syndrome, Sudden Infant Death (SIDS), etc.

TRAVEL REQUIREMENTS: Must be able to attend local, regional, and national trainings as required for successful performance of job duties.

Indian preference will be applied in the case of equally qualified applicant, but all qualified applicants will be considered.

**TO APPLY:** Applicants must submit Red Cliff application and background information disclosure to be considered for the position. If all the required documents are not submitted by the deadline, the applicant will not be considered. Job application and background information disclosure can be found on our website at <a href="https://www.redcliff-nsn.gov">www.redcliff-nsn.gov</a>

**REPOSTING DATE: June 16, 2016** 

**DEADLINE:** Open until filled

FOR FURTHER INFORMATION, CONTACT:

Human Resources Department Red Cliff Tribe 88455 Pike Road

### Bayfield, WI 54814 (715) 779-3700, Ext. 4268

All Early Childhood Center employees must submit mandatory criminal background-check-information to Human Resources Department with application. Per WI Department of Children & Families (DCF) Bureau of Early Care Regulation (BECR) Memo 2014-03, all licensed child care center employees much complete a one-time fingerprint-based background check on all employees effective December 31, 2015. Every year thereafter, a name-based background check through the Department of Justice (DOJ) must be conducted annually or following any conviction occurring after commencement of employment.

Native American preference will be applied in case of equally qualified applicants, but all qualified applicants will be considered.

(45) CFR Part 1301.31 requires preference be given to qualified current or former parents of Head Start children as position vacancies occur.

The Red Cliff Early Head Start has a Drug Free/Smoke Free environmental policy and follows the intent of the Drug Free Work Place Act.



### Red Cliff Community Health Center

36745 Aiken Road, Bayfield, WI 54814 Phone: (715) 779-3707 Fax: (715) 779-3362



### JOB DESCRIPTION

POSITION: Outpatient/Community Based Mental Health Professional

LOCATION: Red Cliff Community Health Center

REPORTS TO: Behavioral Health Administrator
Health Center Administrator

SCHEDULE: Permanent, Full-time Exempt position. Full benefits included; see tribal website for details.

WAGE: \$22 - \$25 per hour for licensed staff (Dependent upon individual credentials and experience)

### GENERAL:

The Full-time Professional will provide care in an integrated setting that includes direct client service and collaborative efforts with other community providers to provide a comprehensive and evidence based approach to care for individuals, families and the Red Cliff community. The mental health professional will comply with State of Wisconsin regulations and Indian Health Service standards of care within the organizational structure of the Red Cliff Community Health Center.

### **DUTIES AND RESPONSIBILITIES:**

1. Provide mental health services through intake, treatment planning, intervention, case management and crisis intervention for complex clients across the lifespan in accord with professional practice codes, Tribal policies and procedures, and federal and state laws.

2. Work as a team member in an integrated setting by collaborating with other providers and staff to provide holistic care to patients.

3. Demonstrate clinical/cultural competency in a variety of therapeutic methods such as Cognitive Behavioral, Supportive, Systemic, Psycho-educational, Solution Focused and other evidenced based approaches.

4. Provide treatment with knowledge of trauma-based conditions and related therapeutic methods.

5. Follow all Wisconsin state rules and regulations.

6. Build working relationships with primary care providers, Psychiatrists, Coordinated Services Team, Indian Child Welfare, family services, school counselors and other professionals

7. Develop and implement community education and prevention programs addressing mental health issues independently and in collaboration with other Health Center staff and programs.

8. Assist in developing an annual plan for mental health services, funding or grant requests, and budgets for submission to the Administrator, Red Cliff Community Health Center, the Tribal Council, funding sources and oversight bodies.

9. Collaborate with other Tribal and non-Tribal programs and individuals to implement appropriate joint

programming (examples: Child Protection Team and Coordinated Services Team).

10. Establish referral resources to make available to community residents specialty services and treatment consistent with program objectives and fiscal restraints.

11. Serve as liaison with respect to mental health issues with other Tribal and non-Tribal health and human

service programs, which impact the local community.

12. Monitor community mental health needs with an aim to addressing those needs with augmented or modified services.

13. Maintain the proper professional certification or licensure and credentialing of assigned staff.

14. Prepare and maintain manuals, records, documents, periodic reports, and other materials as required by the Tribal Council, funding sources, and certification bodies.

15. Insure the confidentiality of all client specific information and data in accord with federal and state

guidelines and requirements.

16. Participate in continuing education efforts to maintain professional certifications or licensure and to enhance work related knowledge and skills. 17. Implement quality improvement projects and measures in appropriate service areas and participate in such

activities within the context of the Health Center at large.

- 18. Adhere to a professional code of conduct and applicable federal and state laws and regulations in the discharge of these assigned duties.
- 19. Attend meetings, in-services, and other events as specified by the immediate supervisor or administration.

20. Exercise responsibility for maintaining a clean and safe work environment.

21. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or as deemed necessary by the supervisor.

### JOB ACTIVITY DEMANDS:

Physical: The duties assigned to this position may involve bending, stooping, lifting and carrying. Items may be placed in overhead storage. Weights to be carried are usually less than 50 pounds.

### Mental and Personal:

- 1. Sound judgment and the capacity to respond to unusual circumstances.
- 2. Ability to deal constructively with conflict.

3. Ability to plan, coordinate and direct varied and complex operations.

5. Able to travel throughout the community, make home visits, attend meetings, and participate in community educational programs.

6. Available for out of town and overnight travel.

### **QUALIFICATIONS:**

Education: Masters Degree in Social Work, Masters Degree in Counseling, or Masters Degree in Psychology. Required Credentialing: licensure by the State of Wisconsin as a Mental Health Professional or qualified as a Treatment Trainee per Rule 25 under Wisconsin Statute and certified as a provider with Wisconsin Medicaid. Preferred Experience: A minimum of 6 months of experience following licensure as provider in a health or mental health setting as a clinical social worker, mental health counselor or psychotherapist.

Possession of a valid driver's license and regular access to a motor vehicle with appropriate insurance coverage.

Must maintain driver's eligibility as a condition of employment.

1. Good interpersonal skills and the ability to get along with diverse populations (clients, co-workers, professional staff, administration, and the public).

2. Good communication skills, written and oral.

3. Sound judgment and the capacity to respond to unusual circumstances.

4. The ability to plan, coordinate, and direct varied and complex organizations.

5. Meet or exceed the minimum standards of character as prescribed by P.L. 101-630 and WI State Statutes s.

48.685 and s. 50.065 and as subsequently amended and applied to certain classes of Tribal employees.

Specialized Knowledge: Awareness of and sensitivity to Ojibwa culture and traditions.

### OTHER CONSIDERATIONS:

Hours: Full time, 40 hours per week, scheduled to accommodate clients and to address emergencies. Environment: The assigned work area will be maintained as clean, non-smoking, and well ventilated with adherence to all safety requirements when client contacts are within the Red Cliff Community Health Center. Private residences, when utilized for professional activities, will not necessarily meet the criteria of the established environmental safety regulations.

Indian preference will be applied in the case of equally qualified applicants, but all qualified persons will be considered.

REPOSTED: August 30, 2016

**DEADLINE:** Open until filled

### FOR FURTHER INFORMATION:

**Red Cliff Tribal Administration Building Human Resources** 88455 Pike Road, Bayfield, WI 54814

susie.gurnoe@redcliff-nsn.gov

(715) 779-3700 ext. 4268

### SPECIAL CONSIDERATION:

The Red Cliff Community Health Center is a Drug-Free Workplace in accord with the Drug-Free Workplace Act of 1988, P.L. 100-690, and has a Drug-Free Workplace Policy in effect. All new hires are subject to drug testing prior to the start of employment.

All applicants for employment with the Red Cliff Tribe will be subject to the background investigation and other requirements of RCCL Chapter 43, and are under a continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment with the Tribe.

This job description is subject to change at the employer's discretion, after consultation with the employee.

### RED CLIFF COMMUNITY HEALTH CENTER 36745 AIKEN ROAD BAYFIELD, WI 54814

### JOB DESCRIPTION

POSITION: Community Health Representative LOCATION: Red Cliff Community Health Center

REPORTS TO: Good Health & Wellness in Indian Country Project Director

Administrator - Health Center

SALARY: \$13-\$14 an hour depending on qualifications

FULL-TIME NON-EXEMPT POSITION, 1-4 year grant funded position. Full benefits included; see tribal website for details.

### **DUTIES AND RESPONSIBILITIES:**

1. Work with project director to expand community outreach and knowledge on healthy food choices and accessibility.

- 2. Work with project director in planning and hosting healthy food demonstrations, cooking classes focused on healthy ingredients as well as help plan one feast per year.
- 3. Collaborate with project director and farm manager on various projects that promotes the community farm and raises community awareness on produce accessibility as well as help facilitate connection between the Early Childhood Center, Youth Center and Elders Programs and the community Farm and other local farms.
- 4. Work with director on various projects that allow easier access to resources needed for community members to take part in healthy activities.
- 5. Contribute to Health Center newsletter healthy recipes using both traditional and various non-traditional ingredients.

### GENERAL:

- Complete monthly, quarterly, and annual reports as required by Health Center Administration, Health Board, Tribal Council, regulatory bodies, and/or third party payers. Maintain a record of all reports and supporting documentation as required.
- 2. Maintain the confidentiality of all client specific information and data in accord with federal and state guidelines and requirements.
- 3. Present a professional, caring image for the Health Center and its programs.
- 4. Maintain a cooperative relationship with other Health Center staff and employees.
- 5. Demonstrate tact, courtesy, and respect in communication and interaction with Health Center patients, visitors, and staff and with outside agencies and programs.
- 6. Promote a working environment noted for effective cooperation and collaboration between programs, services, and co-workers.
- 7. Dress appropriately to promote professionalism within the Health Center.
- 8. Participate in quality assurance measures conducted within the Health Center.
- 9. Adhere to a professional code of conduct and applicable federal and state laws and regulations in the discharge of these assigned duties.
- 10. Support/adhere to established policies and procedures of the Red Cliff Tribe.
- 11. Attend staff and other meetings, in-services, and other events as directed by supervisor.
- 12. Knowledge of and sensitivity for Ojibwe culture and traditions.
- 13. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or as deemed necessary by the supervisor.

### QUALIFICATIONS/KNOWLEDGE:

- 1. High school diploma, HSED, or GED.
- 2. Certified Nursing Assistant or Community Health Rep. Certificate preferred.
- 3. Must have valid a driver's license, vehicle, and at least liability insurance. Be eligible to be put on Tribe's vehicle insurance policy. Must maintain driver's eligibility as a condition of employment.
- 4. Computer literacy, in particular, the use of MS Office software.
- 5. Capacity to deal with conflict and stress.
- 6. Good communication skills, written and oral.
- 7. Yearly certification in CPR.
- 8. Non-Smoker preferred due to smoking cessation responsibilities.

### PERSONNAL CONTACTS:

Consistent contact with community members, vendors, Tribal and Health Center Administration, and other Health Center staff.

### WORK ENVIRONMENT:

- Red Cliff Community Health Center; office and clinic settings.
- 2. Exposure to hazards of the health care industry.
- 3. Work setting must be maintained as a clean, nonsmoking, well-ventilated area in compliance with all applicable safety regulations.
- 4. Information Access: Class 2
- 5. Private residences, when utilized for professional activities, will not necessarily meet the criteria of the established environmental safety regulations.

### PHYSICAL REQUIREMENTS:

The duties assigned to this position involve bending, stooping, lifting, and carrying. Items may be placed on overhead storage. Weights to be carried are usually less than 50 pounds.

### TRAVEL REQUIREMENTS:

May require overnight travel to attend meetings or training. May be asked to perform visits to patient homes.

Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

REPOSTING DATE: September 1, 2016 DEADLINE: September 15, 2016 at 4:00 p.m.

### FOR FURTHER INFORMATION CONTACT:

Red Cliff Human Resources 88455 Pike Road Bayfield, WI 54814 (715) 779-3700 ext. 4268

www.redeliff-nsn.gov susie.gurnoe@redeliff-nsn.gov

The Red Cliff Community Health Center is a Drug-Free Workplace in accord with the Drug-Free Workplace Act of 1988, P.L. 100-690, and has a Drug-Free Workplace Policy in effect. All new hires are subject to drug test prior to starting.

All applicants for employment with the Red Cliff Tribe will be subject to the background investigation and other requirements of RCCL Chapter 43, and are under a continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment with the Tribe

### JOB DESCRIPTION

POSITION: Tribal Law Enforcement Officer - Part Time

LOCATION: Red Cliff Reservation

SALARY: \$17.00 per hour, approx. 29 hours per week

THIS IS A REGULAR PART-TIME NON EXEMPT POSITION

SUPERVISOR(S): Chief of Police, Police Sgt. and/or Tribal Administration

### **JOB SUMMARY:**

1. Perform duties under the supervision of the Chief of Police.

- 2. Become acclimated to assigned areas, acquiring knowledge to it needs and activities.
- 3. Enforcement of all law and ordinances of the State and Tribal governments.

4. Investigate complaints received, dispatched and assigned.

5. Investigate accidents and render first aid, photograph, citation and complete reports.

6. Complete all required paper work in a timely manner.

7. Appears in court as required.

8. Does process serving.

9. Submits quality and concise reports.

10. Maintains departmental and personal equipment in good working condition.

11. Assists other department personnel with their duties as needed.

12. Do other related duties as required or assigned.

13. Work assigned duty hours.

14. Conducts themselves in accordance with departmental regulations.

**DUTIES AND RESPONSIBILITIES:** A Red Cliff Tribal Police Officer is assigned to field duty, which consists of both routine and complex law enforcement responsibilities. General job functions include reporting and documentation; preservation of public safety, peace and security. Officer must be able to have good verbal and written communication skills. React quickly and effectively to stressful situations. Clean and concise speech. Ability to handle several tasks simultaneously. The Officer must be able to work evenings, weekends and holidays. Officer must be able to work independently which necessitates a high degree of self-discipline, integrity and decision-making ability. In addition to the skills, knowledge and abilities natural to the police function, there are specialized positions requiring other skills. These positions consist of corrections, identification, warrant or process, investigations, communications, juvenile, community service, property management and training. Duties and responsibilities are performed under the direction of Chief of Police or there designee.

SUPERVISORY AUTHORITY: As directed by chief of police.

KNOWLEDGE: Must have knowledge in law enforcement, computers and working with the public.

QUALIFICATIONS: Prefer individual who is currently certified by Wisconsin Law Enforcement Training and Standards Board or can be certified by the Wisconsin Training and Standards Board. High school diploma. Ability to possess a firearm; No Felony convictions; No domestic abuse convictions. Must have a valid driver's licenses and have a good driving record, and be able to be put on Tribes insurance. Able to pass a background investigation check. Able to pass a Drug screening test administer by the Tribe and State of Wisconsin. Knowledge of Native American Tribes and the uniqueness of the Red Cliff community.

**PERSONAL CONTACTS:** Daily contact with community members, supervisor and other officers, legal staff as needed and Tribal Administration.

PHYSICAL REQUIREMENTS: Must be able to work in various weather conditions. Be able to pass requirements of Law Enforcement Training and Standard Board. Must be in good physical condition.

**WORK ENVIRONMENT:** Patrolling the Red Cliff Reservation, Town of Russell and acting as backup as required by the Bayfield County Sheriff.

**TRAVEL REQUIREMENTS:** Will be required to attend meetings and trainings as directed. Must be available for overnight travel.

Native American preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered

POSTING: March 23, 2016 DEADLINE: Open until filled

### FOR FURTHER INFORMATION:

Red Cliff Tribal Administration Building Human Resources Department 88385 Pike Road, Hwy 13 Bayfield, WI 54814 www.redcliff-nsn.gov susie.gurnoe@redcliff-nsn.gov

(715) 779-3700 ext. 4268

The Red Cliff Tribal Council has a Drug Free Work Place Policy and adheres to the intent of the Drug Free Work Place Act. All new hires are subject to a drug test prior to starting.

ALL APPLICANTS FOR EMPLOYMENT WITH THE RED CLIFF TRIBE ARE SUBJECTED TO THE BACKGROUND INVESTIGATION AND OTHER REQUIREMENTS OF RCCL CHAPTER 43, AND THAT YOU ARE UNDER A CONTINUEING OBLIGATION TO SUPPLEMENT THIS APPLICATION FOR EMPLOYMENT WITH INFORMATION CONCERNING ANY CONVICTIONS THAT OCCUR AFTER COMMENCEMENT OF EMPLOYMENT WITH THE TRIBE.



### RED CLIFF CHIPPEWA HOUSING AUTHORITY

37645 NEW HOUSING ROAD BAYFIELD, WI 54814 (715) 779-3744 (715) 779-5044 FAX

### JOB DESCRIPTION

**Position:** Oski-Ombendam - New Hope Supportive Housing Resident Manager

**Status:** Full Time: 8:00 - 4:30

**Supervisor:** Housing Authority Executive Director

Salary: \$12.00 - \$14.00 - Depending on qualifications

### **POSTION SUMMARY:**

Conducts admissions and occupancy functions for New Hope Supportive Services for all units. Provides effect tenant relations by providing Housing Authority information, such as policy interpretations to tenants/applicants; responds to applicant and tenant requests for information; provides communication on behalf of the organization on billing and collection activity; coordinates with other departments in a variety of areas. Oversees New Hope office functions and works with all Housing Authority Staff.

### **DUTIES AND RESPONSIBILITIES:**

All supportive housing assistance applications are under the responsibility of the Resident Manager including accepting applications, evaluation of application to determine eligibility, background checks, income verifications, and other application verification requirements. Ongoing tenant relations, which includes tenant contacts when there are problems; tenant questions and inquiries; transfers; re-certification; scheduling of required items like inspection. Follow-up on work done on tenant units; billing and TARS management; rent collection problems; eviction process; tenant grievances; maintaining and publishing wait lists. Maintains tenant files. Responsible for all reporting. Coordination with other departments within the RCHA and Tribe. Must maintain confidentiality of tenant and applicants information. Works with Housing Authority Staff and New Hope Case Worker on Case Management of Clients. Attend meetings as requested.

### **QUALIFICATIONS:**

- Associates Degree in Business Management/Administration and/or 3 years' experience in related housing field.
- Both oral and written communication must be demonstrated to be clear. Interpersonal ability to work with a variety of clients is essential.
- Must be able to assess complex issues within the context of ongoing Housing Authority requirements and apply correct policy and procedure requirements to variable situations.
- Computer/technology Skills: Basic understanding of word processing, internet, email, calendar/scheduling, telephone skills and usage.
- Must have reliable transportation, valid and current Driver's License and Auto Insurance
- The work is generally completed in an office environment; occasional work setting in maintenance areas; some travel and local driving for the organization.

TO APPLY: The following items MUST be in your application package to be considered for this position:

- 1. Fully completed Red Cliff Tribal Housing Job Application
- 2. Background Information Form

### 3. Resume and cover letter

Native American preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

POSTING:

July 6, 2016

DEADLINE:

Until filled

### **Submit Application to:**

37645 New Housing Road Bayfield, WI 54814

Telephone: (715) 779-3744

Fax: (715) 779-5044

The Red Cliff Tribal Council and Red Cliff Housing Authority have a Drug free Work Place and adhere to the intent of the Drug Free Work Place Act.

Only applicants who have submitted a full application package will be considered for an interview. Full application package must in the following: cover letter, complete application and resume.

ALL APPLICANTS FOR EMPLOYMENT WITH THE RED CLIFF TRIBE MAY BE SUBJECTED TO THE BACKGROUND INVESTIGATION AND OTHER REQUIREMENTS OF RCCL CHAPTER 43, AND THAT YOU ARE UNDER A CONTINUING OBLIGATION TO SUPPLEMENT THIS APPLICATION FOR EMPLOYMENT WITH INFORMATION CONCERNING ANY CONVICTIONS THAT OCCUR AFTER COMMENCEMENT OF EMPLOYMENT WITH THE TRIBE.

### RED CLIFF CHIPPEWA HOUSINGAUTHORITY

37645 NEW HOUSING ROAD BAYFIELD, WI 54814 (715) 779-3744 (715) 779-5044 FAX



### JOB DESCRIPTION

**Position:** Oski-Ombendam – New Hope Supportive Housing Services (Case

Manager)

Status: Full Time

**Supervisor:** Housing Authority, Executive Director

Salary: \$18.00 - \$22.00 - Depending on qualifications.

### **POSITION SUMMARY:**

The Supportive Housing Service Coordinator is responsible for providing case coordination, resource and referral to families applying/residing at the Oski-Ombendam – New Hope Supportive Housing located on the Red Cliff Indian Reservation.

### **DUTIES AND RESPONSIBILITIES:**

Assist with outreach/recruitment by identifying and referring candidates who meet criteria of program and are in need of housing to Red Cliff Housing Occupancy office.

Assist RCHA Occupancy staff in screening all potential candidates and their ability to live independently.

Develop a community calendar of regular educational and recreational events.

Provide Program Support Services and Coordination Services including: rehab, vocational, employment assistance, general health, dental services, income support and benefits, substance abuse and mental health services, consumer family involvement, and financial literacy/education services.

Conduct initial and follow-up needs assessments and develop an individual self-sufficiency/service plan with each incoming participant, with periodic changes as the needs of the participants change.

Assist participants in retaining housing and maximize their independence and self-sufficiency by providing linkage and referral to appropriate community services and resources.

Conduct regularly scheduled meetings with supportive housing participants to identify short and long-term goals, money management, and employment/education issues. Facilitate house meetings at shared housing sites to encourage a positive living environment for all residents.

Provide crisis intervention as needed and when requested by housing authority and/or program participants.

Develop collaborative relationships with other local service providers and maintain a positive relationship with surrounding neighborhood.

Maintain and secure comprehensive case files and prepare and submit all programmatic reports as required.

Provide information and recommendations to the Resident Services Manager regarding program evaluation and modification to better meet resident's needs, community needs, funding requirements and agency Mission.

Provide assistance to RCHA Occupancy office as assigned.

### QUALIFICATIONS:

- BA Degree in Social Work and 3 years Case Management Experience Required.
- Sensitivity to persons in need of supportive services
- · Experience in working with a diverse population/Tribal population
- Excellent communication skills both written and oral
- Strong organizational skills and time management
- Proven ability to work effectively as an individual and part of the team
- · Initiative, flexibility, self-motivated, and capacity to respond effectively in stressful situations
- Experience with community networking and resource building
- · Willingness to be flexible with work schedule
- · Must have reliable transportation, valid and current Driver's License and Auto Insurance
- Attend community meetings with collaborative service provider agencies.

TO APPLY: The following items MUST be in your application package to be considered for this position:

- 1. Fully completed Red Cliff Housing Application
- 2. Background Information Form
- 3. Resume and cover letter

Native American preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

POSTING: July 6, 2016
DEADLINE: Until filled

### **SUBMIT APPLICATION TO:**

Red Cliff Housing Authority 37645 New Housing Road Bayfield, WI 54814,

Telephone: 715-779-3744 FAX: 715-779-5044

The Red Cliff Tribal Council has a Drug Free Work Place Policy and adheres to the intent of the Drug Free Work Place Act. All new hires are subject to a drug test prior to starting.

Only applicants who have submitted a full application package will be considered for an interview. Full application package must in the following: cover letter, complete application and resume.

ALL APPLICANTS FOR EMPLOYMENT WITH THE RED CLIFF TRIBE ARE SUBJECTED TO THE BACKGROUND INVESTIGATION AND OTHER REQUIREMENTS OF RCCL CHAPTER 43, AND THAT YOU ARE UNDER A CONTINUING OBLIGATION TO SUPPLEMENT THIS APPLICATION FOR EMPLOYMENT WITH INFORMATION CONCERNING ANY CONVICTIONS THAT OCCUR AFTER COMMENCEMENT OF EMPLOYMENT WITH THE TRIBE.

### National Farmworker Jobs Program



We can provide training for:

- CDL License
- Certified Nursing Assistant
- Basic Welding
- Phlebotomy
- Heavy Equipment Operator... And more!

While in training we can assist with lodging.

### How do you qualify?

- U.S. citizen, legal resident or a work authorization
- Must have farm work background (crops, cannery, dairy, nursery, poultry, Christmas trees/wreaths, green house, animal care)
- Income below Federal Poverty Guidelines
- At least 18 years of age and males must be registered with Selective
   Service

  Call us today!

UMOS

Building Better Futures

Can us today.

**Aurora Grimm** 

**Wautoma Office** 

205 E Main St Suite 1

(920) 410-9106-Cell

1-800-279-UMOS (8667)

www.umos.org

# NATIONAL FARMWORKER JOBS PROGRAM

What is UMOS? UMOS is a nonprofit advocacy organization that provides programs and services which improve the employment, educational, health, and housing opportunities of underserved populations.

What is the NFJP? It is a program that helps migrant and seasonal farmworkers and their families get education and training, improve job skills and obtain jobs that pay good wages with benefits. And, it is FREE to qualified farmworkers and their families.

How can I learn more? Just call us at 1 (800) 279-8667 or at one of UMOS' NFJP offices, or email us at:

Shirley. Aviles@umos.org



DIMIOS

How do I qualify? You may qualify for the NFJP if you meet all of the following:

- + You are US Citizen or a legal resident.
- You have done farm work in the last two years (for example, work with crops, Christmas trees, nursery, dairy, fishery, poultry or other related farm work).
- Your family income is at or below the Federal Poverty Level.
- If you are male and 18 years old or older, you are registered with the Selective Service.

Your family members may qualify, too!!

What services does NFJP

provide? If qualified, you can get help with your resume, interview skills, job search and job placement, supportive services, and job retention.

You can receive education services to help you get your high school diploma or GED, and to improve your English language skills.

NFJP can help you get enrolled into a job training program and pay for the training tuition. You might even be able to receive a stipend while you are attending school.

## It sounds too good to be true, what do others have to say?

Jose ~ "Without the help of UMOS's NFJP Program, I would still be migrating back and forth with my family. UMOS helped me get my GED, found me a job which gave me training as a welder, and helped my family get settled in our community. Thank you so much for all of your help!"

Raul ~ "I was very excited about being able to drive a semi right away. I had doubts, but with UMOS' help I learned how in 4 weeks and had job offers after training...I didn't think I could do anything else but farmwork because of my criminal background."



# What kinds of job training can I

**get?** You can get short-term training in many different career fields, including Certified Nursing Assistant (CNA), heavy equipment operation,

commercial truck driving, phlebotomy, welding, information technology, and more. Each of these occupations pays good wages, and they are in high demand with lots of available toke onenings.



Your better future may just be a phone call away.

1 (800) 279-8667





### UMOS NFJP OFFICES

Main Office 2701 S. Chase Avenue Milwaukee, WI 53207 Phone: (414) 389-6646 or (414) 254-3042 Toll-Free: 1 (800) 279-UMOS (8667) Email: Shirley Aviles@umos.org Madison Office 7 N. Pickney Street Madison, WI 53703 Phone: (414) 389-6118 or (414) 791-8174 Beaver Dam Office 134 S. Spring Street/PO Box 602 Beaver Dam, WI 53916 Phone: (920) 356-0690 or (414) 791-8174 Wautoma Ornice CAPSell Building 205 E. Main Street, Ste 1/PO Box 02 Wautoma, WI 54982 Phone: (920) 787-4617 or (920) 410-9106

Oshkosh Office 300 S. Koeller Street E Oshkosh, WI 54902 (920) 966-1406 or (920) 420-5125 The National Farmworker Jobs Program (NFJP) is funded by the US Department of Labor/Employment & Training Administration with Workforce Innovation & Opportunity Act (WIOA) funds.

NF.JP is an equal opportunity service. Auxiliary aids and resources are available upon request to individuals with disabilities.

### FARMWORKER TOBS PROGRAM

Are you a farmworker?
Have you done seasonal
agricultural work in the
last 2 years?

If yes, call us now! 1 (800) 279-8667 You may qualify for <u>free</u> job training.



### OMO

Building Retter Futures

### Job Search

Narrow search by: **Any Category** Enter Keyword Any Employer Search

Results Found: 9

Sort by:

### Bayfield Inn, The

20 Rittenhouse Avenue Bayfield, WI 54814

### Food & Beverage Director

A-Z

Category: Food Industry and Restaurants

The Bayfield Inn (Bayfield, WI) is seeking a professional Food and Beverage Director to oversee all F&B operations and deliver an excellent guest experience. Candidate must be able to forecast, plan and manage all phases of the F&B department to include: Oversee day to day operations of hotel restaurants & bars. Excellent communication & leadership skills. Ability to spot & resolve problems efficiently. Mastery in delegating multiple tasks. Lead F&B team by hiring & training ...read more →

Contact: Nate Lawyer Send Email Phone: (715) 779-3363

### Old Rittenhouse Inn

301 Rittenhouse Avenue Bayfield, WI 54814 **Wait Staff** 

Category: Food Industry and Restaurants

Landmark Restaurant at Old Rittenhouse Inn is seeking mature, dependable workers for morning/evening wait staff. We will train people motivated for success. Parttime and Fulltime positions. Submit resumes/applications in person: 301 Rittenhouse Ave, Bayfield, WI

### Contact: Wendy Phillips Send Email

Phone: (715) 779-5111

### Old Rittenhouse Inn

301 Rittenhouse Avenue Bayfield, WI 54814 Breakfast Cook

Category: Food Industry and Restaurants

Contact: Wendy Phillips

Send Email Phone: (715) 779-5111

Landmark Restaurant at Old Rittenhouse Inn is seeking a mature.

dependable, and experienced breakfast cook. We will train people motivated for success. Parttime and Fulltime available. Competitive wage and growth potential. Submit resumes/applications in person: 301 Rittenhouse Ave, Bayfield, WI

### **Greunke's First Street Inn Restaurant**



17 Rittenhouse Avenue Bayfield, WI 54814

### IMMEDIATE OPENINGS--Restaurant Positions!

Category: Food Industry and Restaurants

Greunke's First Street Inn & Restaurant has IMMEDIATE OPENINGS for several restaurant positions. Greunke's Restaurant is in its 76 th year as a full-service restaurant and the Inn has been renting guest rooms for over 150 years. Become part of the history and join us in a fast-paced, fun atmosphere! Full-time and part-time positions are available. We are now hiring experienced line cooks, prep cooks, dishwashers, bussers, pizza cooks, & delivery drivers. We offer competitive wages based ...read more

Contact: Send Email Phone:(715) 779-5480

> MAP VISIT WEBSITE

### **Big Water Coffee Roasters Cooperative**



117 Rittenhouse Avenue Bayfield, WI 54814

### Barista

Category: Food Industry and Restaurants

(Full-time & Part-time, Year-round & Seasonal) Big Water Coffee Roasters is currently looking for qualified baristas, ready to start immediately. Rate of pay starts at \$10/hr, plus tips. The barista is the master of multi-tasking. Responsibilities include giving great service to each customer, cash handling, making delicious coffee and espresso drinks and keeping our cafe in tip-top shape. Opening shifts begin as early as 6am and closing shifts go until 8pm. Please look over the job description on ...read more

Contact:
Jason Reichel
Send Email
Phone:(715) 779-9619

MAP
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### Bayfield Inn, The



20 Rittenhouse Avenue Bayfield, WI 54814

### Housekeeping Summer 2016 Team

Category: Hotel, Gaming, Leisure, and Travel

The Bayfield Inn is currently seeking qualified applicants to join our professional housekeeping staff. Previous experience is preferred, but training is provided. This supervised position is seasonal starting May 1 through October 31 of each calendar year. Applicants must be available to work on weekends or holidays and can expect a fast-paced, teamwork approach to meeting our high standards. We offer competitive wages based on experience and job performance. Applications can be printed

Contact: Send Email Phone:(715) 779-3363

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### Old Rittenhouse Inn

301 Rittenhouse Avenue Bayfield, WI 54814 Housekeeping Supervisor

Category: Hotel, Gaming, Leisure, and Travel

Old Rittenhouse Inn is seeking a mature, dependable, organized person to serve as our HK supervisor. We will train for success. Fulltime/partime position, competitive wage & growth potential. Submit resumes/applications in person: 301 Rittenhouse Ave, Bayfield, WI

Contact: Wendy Phillips Send Email Phone:(715) 779-5111

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### Old Rittenhouse Inn

301 Rittenhouse Avenue Bayfield, WI 54814 Housekeeper

Category: Hotel, Gaming, Leisure, and Travel

Old Rittenhouse Inn is seeking mature, dependable workers for housekeeping dept., including HK supervisor. We will train people motivated for success. Parttime and Fulltime positions, competitive wage & growth potential. Submit resumes/applications in person: 301 Rittenhouse Ave. Bayfield, WI

Contact: Wendy Phillips Send Email Phone:(715) 779-5111

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### **Heart Graphics & Communications**

316 W Main Street Ashland, WI 54806 Graphics/Prepress Technician

Category: Printing and Publishing

Position Opening: Graphics/Prepress Technician Full-time position opening for a graphics/prepress technician at a busy commercial print shop in Ashland, Wis. Prepress technicians set the foundation for successful print production. They ensure that the proper format, appearance, and layout of text and graphics is set before a file is printed. Prepress technicians take print or electronic files and import or re-create them using specialized software, making color, text, and digital image corrections as ...read more —

Contact: Laurence Wiland Send Email Phone:(715) 682-5307

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# SEPTEMBER 2016

# WAATEBAGAA-GIIZIS

26B BERI LTO CHE	19B BERI L BE FR C S PE	12B or RIES, C RIES, C L BBQ ANGES S CRAC	<b>UI</b>	NITA
26B FR TOAST, BLUE- BERRIES, CC L TOMATO SOUP, FR CT CHEEZ SAND, PEAS, S M ORANGE/CRKERS	19B PANCAKES, BLUE- BERRIES, CC L BEEF SOUP, CHEEZ S, FR COCKTAIL, BROC S PEARS/CC	12B OATMEAL, BER- RIES, CC, TOAST, JELLY L BBQ'S, FRIES, OR- ANGES S CRACKERS/JUICE	LABOR DAY MONDAY TRIBE OFF	NITAM ANOKII-GIIZHIGAD
27B RICE CHEX, PEASCHES, NUTRA BAR L CHIX HD, CARROTS, HDEW, CC S TOSTADO/SALASA	20B CORN CHEX, PEACHES, MUFFIN L PORK CHOP, APPLE- SAUCE, PEAS, BUN S BERRIES/YGT	13B CORNFLAKES, AP- PLES, YGT, ENG MUFFIN L HAM/PT SOUP, PINE- APPLE, CARROTS, PBJ S SMOOTHIE/ GR CRACKERS	6 OPEN HOUSE ECC NO SCHOOL	Niizhoo-giizhigad
28B CORNFLAKES, OR- ANGES, TOAST, PB L PIZZA, VEG/DIP, CC, PEARS S YGT PARFAIT	218 HB OATS, STRBERRIES, YGT, TOAST, JELLY L HAMB HD, CORN, HONEYDEW/CANTLOUPE, CC S VEGGIES/MILK/DIP	14B CHEERIOS, BA- NANA, BFK BAR L FISH NUGGET, CORN, RICE, TR FRUIT S VEGGIE TACO	78 WAFFLES, BLUEBER- RIES, CC L PIZZA, CORN, SALAD, APPLES, YGT S M ORANGES/YGT	AABITOOSE
29B MALTO MEAL, BLUE- BERRIES, YGT, MUFFIN L BEEF STIR FRY, ST FRY, RICE, MANGOS, CC S VEGGIE WRAP	228 KIX, ORANGES, YGT, BFK BAR L CHIX, GR BEANS, TR FRUIT, NOODLES S BANANA/MILK	15B FR TOAST STIX, AP- PLESAUCE, YGT L CHIX CHOP SUEY, M ORANGES, STIR FRY VEG S PEACHES/ CC	8B RICE CRISPIES, BA- NANA, TOAST, PB L HAMB GRAVY, MPOT, PEAS, TROP FR, BUN S CARROTS/DIP	Niiyo-giizhigad
	MILK SERVED WITH ALL MEALS		MENU SUBJECT To CHANGE	Naano-giizhigad