

# KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way  
Happy Camp, CA 96039  
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street  
Yreka, CA 96097  
Ph: (530) 842-1644 • Fax: (530) 842-1646

## REQUEST FOR QUALIFICATIONS

**Deadline: FRIDAY, February 9, 2024 at 5pm**  
**Questions:** Florraine Super [florrinesuper@karuk.us](mailto:florrinesuper@karuk.us)

### Happy Camp Area

The Karuk Tribe Housing Authority is seeking a qualified **CULTURAL PRACTITIONER** for the Healing of the Canoe Program, focusing on Native Youth in grades 4th-8th and 9th-12th. The role involves facilitating cultural activities, demonstrating a deep understanding of Karuk Tribe cultural practices. Sessions are scheduled twice a week (Mon-Thurs) from 3:00 pm to 5:00 pm, over 9 weeks. Compensation is \$3,500 for 14 sessions, with 2 hours per session spent with youth and an additional 1 hour for preparation before sessions. There are two available positions, one for each age group, for the Happy Camp area. Individuals may apply for one or both positions, if interested.

**Program Description:** Healing of the Canoe is a program for Native Youth, addressing suicide and substance abuse prevention. It is customizable for each community, integrating traditions to strengthen youths' connection to culture and boost hope. Using the Pacific Northwest Canoe Journey metaphor, the curriculum imparts life skills to navigate challenges without succumbing to alcohol or drugs. Lessons are enriched with the essence of Karuk dances, creating impactful teaching moments.

### Task One

Conduct cultural activities for Native youth by incorporating inspiration from Karuk dances, integrating their essence into our lessons plans to craft impactful teaching moments. Your responsibilities for each class include:

- a) Create a lesson plan with dance items for both girls and boys, ensuring instructions align with the chosen lesson plan for the day. You will be provided with a copy of the curriculum to familiarize yourself with the complete outline and teaching approach for the entire 9-week session.
- b) Support the facilitator as required, which may involve assisting with program activities, managing sign-in sheets, and administering surveys.
- c) Create an emotionally safe environment, establishing structure for the target population to build caring relationships and express authentic voices.
- d) Thoroughly prepare for meetings by familiarizing yourself with materials and activities.
- e) Provide resources and activities that encourage a healthy lifestyle along with a culturally significant item for participants to take home. Cultural materials will be acquired using program funds.

### **Responses to this Request for Proposals should include the following:**

- 1) Include a detailed resume or statement highlighting your qualifications and relevant project history.
- 2) Provide specific examples showcasing your knowledge, expertise, and experience in related work.
- 3) Include the names and telephone numbers of three references who can speak to your qualifications and performance.

### **Responses must be hand delivered or emailed by 5pm, FRIDAY, February 9, 2024 to:**

Felicia Wolfenden, Executive Assistant  
Karuk Tribe Housing Authority  
635 Jacobs Way, PO Box 1159, Happy Camp, CA 96039  
Emails will be accepted at [fwolfenden@karuk.us](mailto:fwolfenden@karuk.us)  
No faxes will be accepted.

**Karuk Tribe Housing Authority  
Request for Qualifications  
Submission Summary**

**Proposal Submitted by:**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Activity:**       Guest Speaker       Student Mentor       Cultural Practitioner

**Location:**     Happy Camp       Yreka

**Age Group:**     4<sup>th</sup> – 8<sup>th</sup>       9<sup>th</sup> – 12<sup>th</sup>

1.      Attach a detailed resume or statement highlighting your qualifications and relevant project history.
2.      Provide specific examples showcasing your knowledge, expertise, and experience in related work:

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3.      Include the names and telephone numbers of three references who can speak to your qualifications and performance:

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4.      Include any other relevant comments:

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**Indian Preference: This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Karuk Tribe’s Tribal Employment Rights Ordinance (TERO).**

**All contracts that exceed \$2,500.00 shall be subject to a two percent (2%) Tribal Employment Rights Fee in accordance with the TERO Ordinance.**

**A background check consisting of employment history, professional references, and criminal check may be conducted. Applicants will be required to pass the background check in accordance to the Karuk Tribe Housing Authority Personnel Policy and Federal/State/Tribal requirements.**