



The Bishop Paiute Tribe

Is currently recruiting for the following position:

POSITION: Community Development Director
DEPARTMENT: Community Development Department
SALARY: \$64,272.00 – 89,980.00 (DOQ)
FLSA: Exempt, Salaried
CLOSING DATE: Open Till Filled

Under general direction of the Tribal Administrator, to perform a wide variety of complex professional work in administering the Community Development Department (CDD), including areas relating to various housing programs, community planning, budget preparation, grants/contract administration, and, analysis of organizational, staffing, and financial priorities for the CDD; and, to perform related work as required. A minimum of a bachelor's degree with experience related to the responsibilities of this position or five years of specific experience in Indian Housing programs including a minimum of three years of management experience. Experience in administration of the low-income tax credit housing program preferred. Experience in the administration of multi-million-dollar, government funded programs with strong business and communication skills preferred. Knowledge of Principles and practices of tribal governmental organization, budgeting and administration; federal grants management, especially in housing areas; principles and techniques of systems and procedures analysis; supervision, training, and performance evaluation; applicable Federal, State and local laws, rule and regulations pertaining to Tribal government. Must have and maintain a valid California Driver's license and be insurable under the Tribe's existing automobile insurance policy. Must successfully pass all pre-employment requirements including drug screening, background, checks, etc.

Indian Preference: Native American Indian preference shall apply pursuant to the Bishop Tribal Employment Rights Ordinance No. 1992-01 (as amended on June 28, 2012) and the Indian Self-Determination and Education Assistance Act (24 U.S.C. 450, et seq.), 25 CFR 271.44 and other relevant laws

You may pick up employment applications and job descriptions at the Bishop Paiute Tribal office at 50 Tu Su Lane Bishop Ca or visit our website at; www.bishoppaiutetribe.com or for more information please call (760) 873-3584 ext. 1600 or 1620.

Be part of our team who serves the Bishop Paiute Tribal Community, we offer our employees the following benefits; Health, Dental and Vision Coverage, Life and Accidental Death Dismemberment Insurance, Retirement, Paid Leave (Holidays, Vacation & Sick Leave), Administrative Leave for Exempt Status Only, along with many other benefits.

10/2018