

# KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way  
Happy Camp, CA 96039  
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1836 Apsuun Street  
Yreka, CA 96097  
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## **REQUEST FOR QUALIFICATIONS**

**Deadline:** FRIDAY, FEBRUARY 15, 2022 at 5PM.

The Karuk Tribe requests qualifications for the following Scope of Work required for **Boys Council Facilitator** for the Yreka Karuk Housing native boys that are in the fourth through eighth grades. Interested individuals would need to be available to begin work February 2022. Will be paid \$20.00 per hour for 2 hours per session for 12 week. **We have two (2) positions available.** High School students are encouraged to apply also.

### **Task One**

Organize and conduct a Boys Council (Brother as Allies) **weekly on selected weekday from 4pm-6pm.**  
Facilitate Boys Council and Oversee activities within the Boys Council Manual.

- A. Organize materials/supplies required prior to each session.
- B. Ensure group includes the target population of at least 5 participants (assist with recruitment), with a max of 10. Includes collect sign in sheet and pre & post surveys for grant requirements.
- C. Promote an emotional safe setting and structure within which the target population can develop caring relationships and use authentic voices.
- D. Prepare for meetings and become familiar with material and activities.
- E. Launch and support Zoom meetings. Zoom knowledge: sharing information, break out rooms, and communication with others while on Zoom.
- F. Provide input and/or create purchase request for incentives and class supplies.

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

- 1) A statement of qualifications, including relevant project history.
- 2) A proposed approach and rationale for completion of the contract tasks described above, including descriptions of similar work previously completed and the results/benefits achieved.
- 3) Names and telephone numbers of three client references.

### **Responses must be hand, mail, or fax delivered by 5pm, FRIDAY, FEBRUARY 15, 2022 to:**

Adia Supahan, Executive Assistant  
Karuk Tribe Housing Authority  
635 Jacobs Way, PO Box 1159, Happy Camp, CA 96039  
Emails will be accepted at [asupahan@karuk.us](mailto:asupahan@karuk.us)

### ***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).