



Bois Forte Summer Youth 2018

You must complete and return all of the attached forms on or before **4:30 pm Friday May 18, 2018**. Absolutely **NO LATE APPLICATIONS WILL BE ACCEPTED**. Provided we have received all of the information that we need to determine eligibility, you will be notified on Wednesday, June 6, 2018, if you will be offered employment.

This summer youth workers are employees of the Bois Forte Tribal Government and will be expected to comply with the Personnel Policies and Code of Ethics of the Bois Forte Tribal Government. The summer youth program will be on the Tribal Government's payroll system and scheduled payroll dates. The rate of pay will be \$10.10 per hour worked and will be subject to applicable income taxes. Upon employment you will be required to complete a Form W-4. All summer youth employees will have the opportunity to work 32 hours per week for 8 weeks, which will begin June 11, 2018 and end on August 2, 2018. Persons who have received a conditional offer of employment will be subject to pre-employment drug testing. As employees of the Band, you will also be subject to random drug testing.

Bois Forte Youth workers will be paid from one of two programs: Bois Forte Tribal Summer Youth Program and Bois Forte WIA Youth program. Completing the checklist will assist us in determining which program you are eligible for. If you are eligible for the WIA Youth program, you may be asked to submit additional information. You must complete and return the following forms to assist us in planning/preparation and determining your eligibility:

1. Bois Forte Reservation Summer Youth Employment Application
2. Youth Eligibility Determination Checklist
3. Consent for Release of Information for:
 - School Attendance and Academic Information
 - Tribal Court Juvenile Records
4. Survey

YOU MAY SUBMIT YOUR APPLICATIONS BY HAND DELIVERY TO THE FRONT DESK AT EITHER THE TRIBAL GOVERNMENT BUILDING OR THE VERMILION SOCIAL CENTER WHERE THEY WILL BE DATE STAMPED. Or you may use one of the following:

*NETT LAKE RESIDENTS
Mail: 5344 Lakeshore Dr.
Nett Lake, MN 55772
Fax: 218-757-3126*

*VERMILION RESIDENTS
Mail: 1610 Farm Rd S
Tower, MN 55790
Fax: 218-753-4055*

**Additional information may be requested depending on which program will be paying your wages.
Questions? Contact Leanne Hoffman at 1-218-757-3124*



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Eligibility Criteria

To be Eligible:

- You must be a Bois Forte Band member or the resident child of a Band member; and
- You must be a student between the ages of fourteen (14) and eighteen (18) or a 2018 high school graduate.
- If you are a student you must demonstrate that you have a cumulative GPA of 2.0 or above ("C" average or better) unless your school documents a learning disability.
- You cannot be the subject* of a juvenile delinquency or criminal proceeding involving theft of or damage to property of the Band.

* In the case of past history, eligibility will be determined based upon verification from the court demonstrating cooperation with court orders, and/or the length of time since the delinquent act.

Priorities In Hiring: (within each priority group, available slots will be filled from oldest to youngest.)

First: Resident (year-round) Band members; then, if slots remain available,

Second: Band members who intend to reside on the Reservation during the summer months; then, if slots remain available,

Third: Resident children of Band members.

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APPLICATION DEADLINE IS 4:30 P.M. FRIDAY May 18, 2018

NO LATE APPLICATIONS WILL BE ACCEPTED – NO EXCEPTIONS

All applications are date stamped.

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Students who do not meet eligibility criteria will be referred to the Bois Forte WIA Youth and the Virginia Office of Job Training WIA Summer Youth Program.

Pre-employment drug testing will be required of all youth who are offered employment. This will determine whether or not the youth will be hired.



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Employment Application

(Please print and complete application with BLUE or BLACK ink)

Date of Application: _____

Birth Date: _____

Name: _____
Last First Middle Birth Name

Address: _____ Phone: _____
Street City State Zip cell - home

Social Security Number: ____-____-____ Age: _____ Gender: ____ Male ____ Female

Are you enrolled with the Bois Forte Band of Chippewa? ____ Yes ____ No

If you answered no, is one of your parents enrolled with the Bois Forte Band of Chippewa? ____ Yes ____ No

If yes:

What is your fathers name and D.O.B: _____

What is your mothers name and D.O.B: _____

Education

Are you currently enrolled in School? ____ Yes ____ No

Are you a School dropout? ____ Yes ____ No

If yes, what is the highest grade you have completed? _____

Have you received your General Education Diploma (GED)? ____ Yes ____ No

If not in school, date last attended. _____

Work History and Interests

Have you worked for Summer Youth in the past? ____ Yes ____ No

If yes please indicate which year(s): _____

Do you have any computer skills? ____ Yes ____ No

Do you know how to file (office files) ____ Yes ____ No

Can you work motorized equipment? ____ Yes ____ No

If you had a choice would you work: ____ indoors ____ outdoors ____ no preference

Is there any skill that you would like to learn this summer? _____

Is there any information about college, classes, other schooling or life skills that you would like to learn this summer? _____

Describe any area that you would be interested in working: _____



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Survey

1. Name five projects that you think the Summer Youth Program could do to improve our community?

1. _____
2. _____
3. _____
4. _____
5. _____

2. Name five Life Skills that you would like to learn.

1. _____
2. _____
3. _____
4. _____
5. _____

3. Name five job positions of the Bois Fore Tribal Government that you would be interested in gaining work experience?

1. _____
2. _____
3. _____
4. _____
5. _____

4. Please list any suggestions that you believe could improve the Summer Youth program.

1. _____

2. _____

3. _____

Thank you for taking the time to complete this survey. The information you provide will be used to help plan a better work experience for you and a more successful summer for all!



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Attendance & Academic Release Form

I give my consent for the Bois Forte Summer Youth Employment Program to obtain information about my child regarding school attendance and academic information from the 2017-2018 school year for the purpose of determining eligibility.

Name of youth applicant: _____

Name and Address
Of Parent or Guardian:
(If under age 18)

Parent or Guardian
Signature:
(If under age 18)

Date: _____

Please send the requested information to the attention of
Leanne Hoffman-Bois Forte Education Programs Technician
at
5344 Lakeshore Drive
Nett Lake, MN 55772