



EIGHT NORTHERN INDIAN PUEBLOS COUNCIL, INC.

327 Eagle Drive, PO Box 969

Ohkay Owingeh, NM 87566

www.enipc.org (to access application)

Submit applications to:

Desiree Hall/HR Specialist

Desiree@enipc.org

505-753-6998 (Fax)

Or call 505-747-1593 ext. 110 for information

[These positions are also posted on indeed.com](http://indeed.com)

Employment Opportunities as of March 11th, 2020

POSITION: Teen Mentor

PROGRAM: Butterfly Healing Center, Taos, NM

STATUS: Regular/Full-Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: High School Diploma or equivalent

EXPERIENCE: Healthcare experience preferred.

PREFERRED CERTIFICATES: CPR and First Aid or willing to receive the training to become certified.

A Teen Mentor is a member of the direct care staff who works with native youth, ages 13 through 18, to ensure that their safety, therapeutic and physical needs are properly met. Job duties include working with residents throughout the day, transporting them to varying locations, accompanying them on nature and cultural outings, participating and leading groups and experiential activities, and acting as a positive role model for our residents. Butterfly Healing Center is staffed 24 hours a day. There are day, swing, and graveyard shifts available. Schedule is determined by program needs.

POSITION: Teen Mentor (Graveyard Shift)

PROGRAM: Butterfly Healing Center, Taos, NM

STATUS: Regular/Full-Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: High School Diploma or equivalent

EXPERIENCE: Healthcare experience preferred.

PREFERRED CERTIFICATES: CPR and First Aid or willing to receive the training to become certified.

A Teen Mentor is a member of the direct care staff who works with native youth, ages 13 through 18, to ensure that their safety, therapeutic and physical needs are properly met. Job duties include working with residents throughout the day, transporting them to varying locations, accompanying them on nature and cultural outings, participating and leading groups and experiential activities, and acting as a positive role

model for our residents. Butterfly Healing Center is staffed 24 hours a day. There are day, swing, and graveyard shifts available. Schedule is determined by program needs.

POSITION: SECURITY OFFICER

PROGRAM: Butterfly Healing Center, Taos, NM

STATUS: Regular/Full Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: High School Diploma or equivalent.

EXPERIENCE: One year experience in security, law enforcement, military or civilian security services.

REQUIRED CERTIFICATES: CPR and First Aid Certification or willing to receive the training to become certified.

Ensure the safety and protection of residents, employees, and assets in accordance with applicable laws, regulations, policies and procedures. Promote attitudes of resident responsibility and assists the BHC personnel with the safety of residents staff and visitors. Ensure the safety and security of the facilities. In emergency situations, will help coordinate and implement emergency plans and may be the first responder.

POSITION: COOK

PROGRAM: Senior Center, Picuris, NM

STATUS: Regular/Full-Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: \$11.50 plus \$2.00 stipend from Picuris Pueblo.

EDUCATION: High School Diploma or GED Certificate.

EXPERIENCE: One year of cooking experience. Food service preparation experience preferred.

PREFERRED CERTIFICATES: None.

Prepare a variety of food service items by following established recipes and procedures to ensure nutritional meals. Ensure all safety and food handling is in compliance with laws and regulations. Maintain cleanliness of kitchen and dining room.

POSITION: CONTRACT CIVIL LEGAL ATTORNEY

PROGRAM: Peacekeepers, Espanola NM

STATUS: Regular/Part Time/Exempt

BENEFITS: No

RATE OF PAY: DOE

EDUCATION: Juris Doctorate

EXPERIENCE: 10 years' experience in family law.

REQUIRED CERTIFICATES: None

Practice civil and family law with an emphasis on domestic violence orders of protection within the Eight Northern Pueblos.

POSITION: LICENSED ALCOHOL DRUG COUNSELOR

PROGRAM: New Moon Lodge, Ohkay Owingeh NM

STATUS: Regular/Full Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: Licensed in the State of New Mexico as a LADAC

EXPERIENCE: Two years counseling experience with children, adolescents, and families.

REQUIRED CERTIFICATES: None

Provide substance abuse counseling, mental health/substance abuse evaluations, case management, and other related therapeutic services for residential clientele of the organization. Provide prevention and intervention services representing Circle of Life and all network services delivered by the organization.

POSITION: Delivery Food Driver

PROGRAM: Senior Program, Pojoaque NM

STATUS: Regular/Part Time / Non-Exempt

BENEFITS: No

RATE OF PAY: \$10/hr

EDUCATION: High School Diploma or GED

EXPERIENCE: One year driving experience

REQUIRED CERTIFICATES: None

Deliver meals to homebound elders. The successful candidate will be responsible for ensuring timely delivery of meals on specific routes, loading and unloading delivery vehicle and providing exceptional service to our elders.

POSITION: NUTRITIONIST

PROGRAM: WIC Espanola, NM

STATUS: Regular/Part Time/Non Exempt

BENEFITS: No

RATE OF PAY: DOE

EDUCATION: A Bachelor's Degree in Nutrition/Dietetics, Public Health Nutrition, Clinical Nutrition or Community Nutrition.

EXPERIENCE: Two years nutrition field experience.

PREFERRED CERTIFICATES: Registered with the Commission on Dietetic Registration.

This position is responsible for providing direct and in-depth client services in the areas of nutrition assessment, counseling, evaluating nutritional risk that may include high-risk families. Create nutrition care plans, obtain and assess blood samples, and assessing height and weight measurements, and teaching group and individual education classes.

POSITION: THERAPIST-OUTPATIENT

PROGRAM: Circle of Life-South, Albuquerque, NM

STATUS: Regular/Full-Time/Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: Master's Degree or PhD in Counseling, Psychology, or Social Work

EXPERIENCE: Experience with special treatment populations, such as substance abuse, delinquent or behavior disordered, or seriously emotionally disturbed

PREFERRED CERTIFICATES: Current New Mexico State license as an LMSW, LPC, LMFT, or higher.

The Circle of Life (COL) Therapist entails maintaining a caseloads in the outpatient office, primarily providing individual, family, group therapy, substance abuse counselling, case management, discharge planning and other therapeutic services as needed and assigned by Clinical Supervisor.

Work is performed under general supervision of the Clinical Supervisor. Guidelines for work performance are established in compliance with the standard of the Behavioral Health Program of ENIPC Inc., Department of Health and Human Service Behavioral Health Service Division, C.Y.F.D., D.O.J., and Indian Health Service.

POSITION: BEHAVIORAL HEALTH TECHNICIAN

PROGRAM: New Moon Lodge, Ohkay Owingeh, NM

STATUS: Regular/Full Time/Non-Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: High School Diploma or equivalent

EXPERIENCE: One year working in a residential treatment facility.

PREFERRED CERTIFICATES: CPR and First Aid or willing to receive the training to become certified.

The Behavioral Health Technician is a member of the direct care staff who works with adult male residents to ensure that their safety, therapeutic and physical needs are properly met as directed by the individual's treatment plan, therapeutic goals and interventions determined by the clinical team. Transport of residents will be necessary as required by program participation in community activities or in order to meet the individual's medical, dental and vision needs. On-site stay overnight is determined by schedule.

POSITION: HEALTH COORDINATOR

PROGRAM: Butterfly Healing Center, Taos NM

STATUS: Regular/Part Time/Non-Exempt

BENEFITS: No

RATE OF PAY: DOE

EDUCATION: High School Diploma or equivalent and NM CNA Certification.

EXPERIENCE: None

PREFERRED CERTIFICATES: CPR and First Aid or willing to receive the training to become certified.

The Butterfly Healing Center (BHC) Health Care Coordinator is responsible for assisting in administrative tasks as they relate to the medical program at BHC.

Transport of residents will be necessary as required by program participation to assist residents in obtaining necessary off-site medical care on both a routine and emergency basis.

Guidelines for work performance are established in compliance with the standards of the Behavioral Health Program of ENIPC Inc., Department of Health and Human Services Behavioral Health Service Division, C.Y.F.D., D.O.J., and Indian Health Service..

POSITION: COMMUNITY PREVENTION COORDINATOR

PROGRAM: Peacekeepers

STATUS: Temporary/Full Time/Non Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: High school diploma or equivalent

EXPERIENCE: Three years' experience organizing community prevention events or a Bachelor's Degree in Sociology or Social Work.

PREFERRED CERTIFICATES: None

Responsible for coordination, development, and implementation of domestic and sexual violence prevention activities and promoting early intervention strategies; and implementing positive youth development programming to reduce risk factors for suicidal behavior and substance abuse in the eight northern pueblos of Nambe, Ohkay Owingeh, Picuris, Pojoaque, Santa Clara, San Ildefonso, Taos, Tesuque and surrounding communities.

POSITION: PEACEKEEPERS PROGRAM DIRECTOR

PROGRAM: Peacekeepers

STATUS: Regular/Full Time/ Exempt

BENEFITS: Yes

RATE OF PAY: DOE

EDUCATION: Bachelor's Degree in Criminal Justice or related fields. **Master's Degree in Criminal Justice or related fields preferred.**

EXPERIENCE: Five years' experience with Tribal Codes and State Laws in the area of family and criminal law. Five years' experience in neglect and abuse orders of protections, working with traumatized individuals, and trauma informed interventions. Familiarity with Tribal law and Order Act is required, and five years in management or supervisory capacity

PREFERRED CERTIFICATES: None

Accomplish the Peacekeepers Program objectives by planning, organizing, implementing, administering and directing all functions required to ensure services are provided in accordance with contractual requirements and applicable laws, regulations, policies and procedures. Responsible for the implementation and reporting of all grants in order to maintain compliance with the funding agency.

Generous Benefits Package: All Full Time Employees Medical, Dental, Vision and Life Insurance Premiums Paid. Employer Match 401K, PTO, and Much More!

Employment with ENIPC, Inc. requires a valid NM State Driver License and must be insurable under ENIPC's auto insurance. All required certificates and licensures must be valid and current prior to employment.

ENIPC ensures Native American Preference

ENIPC, Inc. is a Drug Free Workplace

Drug testing and criminal background check completed prior to employment