

# KEWEENAW BAY INDIAN COMMUNITY

## 2026 TRIBAL COUNCIL

EVERETT EKDAHL, JR., President  
TONY LOONSFOOT, Vice President  
ELIZABETH "LIZ" JULIO, Secretary  
TONI J. MINTON, Assistant Secretary  
DALE F. GOODREAU, Treasurer

Keweenaw Bay Tribal Center  
16429 Beartown Road  
Baraga, Michigan 49908  
Phone (906) 353-6623  
Fax (906) 353-7540

THEODORE "AUSTIN" AYRES  
DOREEN G. BLAKER  
ROBERT "R.D." CURTIS, JR.  
SUE ELLEN "SUZIE" ELMBLAD  
RODNEY LOONSFOOT  
SAM LOONSFOOT  
MATHEW SHALIFOE, JR.

## CHILD CARE HELPMATE

Part-time youth position @ 10 hours/week  
M – F 3:30 to 5:30 pm; during breaks up to 30 hours

**ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT**

- Completed Keweenaw Bay Indian Community application, including Tribal Social Services Record Clearance form
- Completed School Work Permit
- Documentation of current school enrollment (report card or progress report)
- Documentation of Red Cross Babysitting course **or** completion of at least 1 high school child care course and documented babysitting experience
- Minimum of two (2) Letters of Recommendation
- If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency

Keweenaw Bay Indian Community  
Personnel Department  
16429 Beartown Road  
Baraga, MI 49908  
906-353-6623, ext. 4175 or 4176  
Fax: 906-353-8068  
Email: [personnel@kbic-nsn.gov](mailto:personnel@kbic-nsn.gov)

**Keweenaw Bay Indian Community does not discriminate on the basis of race, color, national origin, sex, religion, or age in employment. However, individuals of Indian Ancestry and Veterans will be given preference by law.**

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

"Home of the Midnight Two-Step Championship"

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## POSITION ANNOUNCEMENT

- POSITION:** **CHILD CARE HELPMATE**  
Position is a youth employment initiative  
Part-Time youth position @ 10 hours/week (M-F 3:30 to 5:30 pm)  
when school is in session up to 30 hours when school is not in  
session.
- LOCATION:** Pre-Primary Education Center  
Baraga, Michigan 49908
- SUPERVISORY CONTROL:** Pre-Primary Education Director/Niiwin Akeaa Programs Director
- SALARY:** Youth Wage = \$11.67/hour
- INDIAN PREFERENCE:** Preference will be given to enrolled KBIC members.

### **QUALIFICATIONS:**

- Must be at least 14 years old; and not to exceed age 17 during the duration of the assignment up through the end of the academic year.
- Must be actively enrolled in secondary education, working to attain a High School Diploma or GED.
- Must have and maintain a cumulative GPA of 2.00 for the current school academic year.
- Must attend school regularly and meet the requirements of the attendance policy of the school.
- Must be able to obtain a school work permit.
- Must be responsible and reliable.
- Must show completion of Red Cross Babysitting course **or** completion of at least 1 high school child care course **or** documented babysitting experience.
- Must be an enrolled member or 1<sup>st</sup> generation descendant.

### **SPECIAL CONSIDERATIONS:**

- Report card must be submitted at the end of each marking period to the Personnel Department.
- If cumulative GPA drops below a 2.00, employee will be put on probation until the end of the next marking period in order to improve cumulative GPA to 2.00.
- Failure to improve cumulative GPA to a 2.00 during probationary marking period will result in discharge from employment.

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**DUTIES AND RESPONSIBILITIES:**

Assist Pre-Primary Education staff in providing appropriate early childhood education experiences for child in art, music, literature, and play.

Assist in promoting and supervising the healthy emotional, social, intellectual, and physical development of each child.

Assist in upkeep of the Youth and Pre-Primary Education Center and all equipment and materials.

Assist with snacks and in the development of good nutrition habits and table manners.

Assist in maintaining a clean work environment.

Assist with ensuring the safety of each child at all times.

Maintain prompt hours; notify Pre-Primary Education Director in the event of illness or upcoming absence (ahead of time).

Maintain neat and clean appearance.

Work with all other staff members in a cooperative manner.

Is bound by mandatory reporting requirements as determined by Tribal, State and Federal Law.

Must work in a cooperative spirit with tribal and local resources to best meet the needs of the children and families.


Must serve as a positive role model for staff, community, families and children.

Other duties as assigned by supervisor.

*This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level difficulty.*

**Distribution Date:** May 12, 2026

**Closing Date:** May 27, 2026 @ 4:00 p.m.

TERO Approval:   
\*Reviewed for barriers

Date: 5 / 12 / 2026