

# 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.

## Chores Services Worker

One (1) on-call, Non-Exempt position

***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
- ☐ Copy of valid, unrestricted Driver's License
- ☐ Copy of High School Diploma, GED, or High School Certificate of Completion
- ☐ If you are a KBIC member working towards obtaining your GED, you must provide verification
- ☐ If you are American Indian, you must attach a copy of tribal enrollment or proof of direct descent
- ☐ If you are a Veteran, you must attach a copy of your DD214

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

**Keweenaw Bay Indian Community does not discriminate based on 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 DESCRIPTION

### **POSITION:**

### **CHORES SERVICES WORKER**

On-call, Non-Exempt position

### **LOCATION:**

KBIC Housing Department  
Baraga, Michigan

### **SUPERVISORY CONTROL:**

Resident Services Coordinator

### **SALARY:**

Grade 4 (minimum starting wage = \$16.47/hr)

### **REQUIRED QUALIFICATIONS:**

- Must have High School Diploma, GED, or Certificate of Completion.
  - This qualification may be waived for individuals 62 years of age or older who meet the remainder of the qualifications listed below.
  - This qualification may also be waived for KBIC members working toward obtaining their GED who meet the remainder of the qualifications listed below. (Applicants must obtain their GED within one year of hire and progress reports must be provided quarterly to the Department Director and Personnel Director).
- Must be able to lift up to 50 pounds unassisted.
- Must work well with others; previous experience working with the elderly is preferred.
- One (1) year of general cleaning experience is preferred.
- Able to perform work independently in a safe and orderly fashion.
- Ability to walk, stand, or bend for long periods of time.
- Must be able to communicate verbally and in writing.
- Must be in good physical condition to perform duties necessary for the position.
- Possess a valid, unrestricted driver's license and be insurable to operate fleet vehicles.
- Employment is contingent upon the satisfactory result of a Security Background Check, Pre-Employment Drug Testing and a Pre-Employment Physical.

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**INDIAN PREFERENCE:**

Preference will be given to qualified individuals of American Indian descent.

**VETERAN PREFERENCE:**

Preference will also be given to Veterans who do not have a bad conduct or dishonorable discharges (need DD214).

**DUTIES AND RESPONSIBILITIES:**

Clean and maintain walls and ceilings to ensure a safe and sanitary environment.

Clean and sanitize ovens, stovetops, dishes, and flooring in accordance with established cleanliness standards.

Clean, sanitize, and maintain restroom facilities.

Clean interior and exterior windows to maintain the appearance and safety of the residence.

Shampoo carpets and upholstered furniture as needed to maintain cleanliness and extend the life of furnishings.

Collect, remove, and properly dispose of garbage, recyclables, and other waste materials in accordance with applicable procedures.

Replace and install light bulbs as needed to ensure adequate lighting throughout the residence.

Inspect, test, and perform routine maintenance on smoke alarms to support resident safety and regulatory compliance.

Replace and install furnace filters in accordance with maintenance schedules.

Assist with essential shopping and procurement of household necessities for residents, as needed.

Perform other related duties and responsibilities as assigned by the 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:** July 9, 2026

**Closing Date:** July 23, 2026 at 4:00 pm

TERO Approval:



Date: 7.9.26

Reviewed for barriers