



## SUSANVILLE INDIAN RANCHERIA

745 JOAQUIN STREET  
SUSANVILLE, CA 96130  
530-257-4921

### LAND ASSIGNMENT COMMITTEE MEMBER ANNOUNCEMENT

Position: Land Assignment Committee Members (1)  
Opening Date: January 6, 2023  
Closing Date: January 27, 2023  
Term: Three-year term (2023 – 2026)

#### **GENERAL STATEMENT OF RESPONSIBILITY:**

The Land Assignment Committee reviews Land Assignment Applications for eligibility, makes recommendations to the Tribal Business Council for approval or disapproval of the applications, issues Certificates of Assignment, and maintains record of all actions taken on each application.

#### **MINIMUM QUALIFICATIONS FOR ALL SIR BOARDS/COMMISSIONS/COMMITTEES:**

1. Must be at least eighteen (18) years of age or older.
2. **Provide proof** of a High School Diploma or General Education Diploma (GED) from an accredited school. (Exemption if you are age 65 or older, or a special needs individual.)
3. Be a member in "good standing" - this has been identified by the General Council as not having any outstanding debt to the tribe.
4. Must pass a mandatory pre-employment drug test.
5. Must be a resident of Lassen County for the previous twelve (12) months prior to submitting a request to be on an SIR Board/Commission/Committee. **Proof must be provided.**
6. Must successfully pass a criminal background check. This includes no felony, drug, or violent crime convictions in the past 7 years.
7. Must be a member of the Susanville Indian Rancheria (**Provide copy of Tribal Card**).
8. Must submit a short narrative describing the skills you can bring to the Board/Commission/Committee.

**No person who has been convicted of a felony shall be eligible to hold membership on the Land Assignment Committee.**

## **HOW TO APPLY AND APPLICATION REQUIREMENTS:**

All applicants are required to submit a Susanville Indian Rancheria/Lassen Indian Health Center/SIR Gaming Commission Application for Board, Commission or Committee Member. **(Application is attached)**

Only **complete** applications will be considered. For your application to be considered **complete** you must attach the following:

1. Completed Susanville Indian Rancheria/Lassen Indian Health Center/SIR Gaming Commission Application for Board, Commission or Committee Member.
2. Copy of your High School Diploma or GED or Transcripts from an accredited school.
3. Proof of Residency for the previous 12 months as a resident of Lassen County.
4. Copy of Susanville Indian Rancheria or other Federally Recognized Tribal Card.
5. Narrative statement describing what skills you can bring to the Board, Commission, or Committee to which you are applying for.

Complete applications can be dropped off in person to the Human Resources Office at 745 Joaquin Street, Susanville, California, Monday through Friday from 8:00 am to 5:00 pm. They may also be emailed to [ramador@sir-nsn.gov](mailto:ramador@sir-nsn.gov) or faxed to (530) 257-1895 or mailed to the above address. All applications must be **received** by 5:00 pm Pacific Standard Time on the closing date of the announcement. **Late and incomplete applications will not be considered.**