



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## VACANCY ANNOUNCEMENT

**JOB TITLE:** Lummi Nation Higher Education Scholarship Board (LNHESB) Seat C  
Community Member

*\*\*Re-Advertise\*\**

**OPEN:** October 28, 2022

**EXEMPT:** No

**SALARY:** Unpaid Volunteer

**SHIFT:** Day

**LOCATION:** LIBC

**DURATION:** Appointed by LIBC

**CLOSES:** Until Filled

**JOB CODE:**

**DIVISION:** Workforce Development

**DEPARTMENT:** Workforce Development

**SUPERVISOR:** Chairperson of LNHESB

**VACANCIES:** 1

**JOB SUMMARY:** The Lummi Nation Higher Education Scholarship Board (LNHESB) shall be responsible for the creation, revision, and implementation of the Lummi Higher Education policy for the Lummi Nation.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. The LNHESB shall monitor and evaluate the implementation of the policies, goals, objectives, and future approved plans.
2. The LNHESB shall provide a variety of programs to assist Lummi tribal members who wish to pursue vocational, undergraduate, or graduate education. These programs shall be incorporated into a comprehensive plan.
3. The LNHESB shall develop, monitor, and ensure policies are in coordination and consistent with all applicable LIBC policies.
4. The LNHESB shall also maintain a community communication system to assure tribal members ownership of tribal educational assistance services.
5. The implementation of administrative policies consistent with those of the LIBC.
6. Review and approve the annual budget of the Lummi Higher Education Scholarship and its implementation.
7. Apart from the authority granted in the LNHESB Charter, no LNHESB Member may not act on behalf of the LNHESB unless given such authority by motion or resolution of the LNHESB
8. The LNHESB shall not act, negotiate, or enter any agreement in the name of, or on behalf of the Lummi Nation unless so authorized by the LIBC.

### MINIMUM QUALIFICATIONS:

- Membership on the LNHESB shall be limited to enrolled members of the Lummi Nation, or to employees of LIBC. All members must have earned an undergraduate degree, graduate, or doctoral degree.
- Lummi/Native American/Veteran preference policy applies

**KNOWLEDGE, ABILITIES AND SKILLS:**

- As of the date of their appointment, Board members must have been living within Whatcom County for at least one year
- Board members must live within Whatcom County at all times during service on the Board
- Apart from the LNHEBSB Board members may only serve on one additional Board or Commission under the LIBC.
- Board members shall be in good financial and legal standing with the LIBC.
- No Board member shall be the director or employee (including contract employees) of a department or division under the LNHEBSB
- Board members shall be committed to a Drug and Alcohol-free environment for Lummi Nation
- Recognize the role and importance of language, culture, and tradition in all aspects of the Lummi Nation
- Must be willing to engage in education systems professional development and board training.
- Board members shall be subject to the Drug Testing Policy as non- “Safety and Security Sensitive employees.”

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy
- Position requires Criminal Background Check
- Must be fully vaccinated for COVID-19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date.

**TO APPLY:**

For more information contact the HR front desk (360) 312-2023. Submit letter of interest, resume and proof of enrollment to the LIBC Human Resources office no later than 4:30 p. m. on the closing date listed above. This can be dropped off at Human Resources, 2665 Kwina Road, Bellingham, WA 98226, or faxed to: 360-380-6991 or scanned and e-mailed to [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov)