



# Lummi Nation Housing Authority

2579 Kwina Road · Bellingham, WA 98226 · (360) 312-8407 · Fax (360)383-0625

## **JOB ANNOUNCEMENT**

**JOB TITLE:** Housing Commissioner Seat F  
(General Commissioner Member 1)

**OPEN:** October 24, 2024

**EXEMPT:** No

**SALARY:** Stipend

**SHIFT:** Varies

**LOCATION:** Lummi Nation Housing Authority

**DURATION:** Appointed Term

**CLOSES:** November 07, 2024

**JOB CODE:**

**DIVISION:** Lummi Nation Housing Authority

**DEPARTMENT:** Housing

**SUPRVISOR:** Housing Commissioner Chair

**VACANCIES:** 1

**JOB SUMMARY:** It is the Lummi Housing Commission mission to govern and regulate the implementation of the operational policies for the Lummi Nation Housing Authority.

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

1. Aid in the development and implementation of the operational policies for the Lummi Nation Housing Authority.
2. Develop, monitor, and enforce policies in coordination with the appropriate LIBC policies.
3. Coordinate and integrate the delivery of Housing related services to meet the needs of the tribal community and individual members.
4. Must be willing and able to meet once a month or when a special meeting is needed.
5. Must be willing to be a part of the decision making for any Housing grievances that may come up in accordance to the Housing policies.

### **MINIMUM QUALIFICATIONS:**

- Must be an enrolled member of the Lummi Nation.
- Must be a resident of Whatcom County, Washington
- Must have no outstanding debts to LIBC or LNHA.
- Must not be employed with the Lummi Nation Housing Authority.
- Must recognize the role and importance of culture in all aspects of the Lummi Nation.

### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Must possess the ability to cope with stressful situations firmly, tactfully and with respect.
- Must have the ability to maintain strict confidentiality at all times.
- Must have a high moral character, which includes honesty and trustworthiness, have integrity, sound judgment and temperate habits.
- Must understand that tribal and federal Indian Preferences policies apply to this position.
- Must maintain a working knowledge of HUD regulations and LNHA procedures and policies.

### **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.

**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 Fax to: 360-380-6991 or scanned and e-mailed to [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov)