



## JOB POSTING

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**Job Title:** BOARD MEMBER

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**General Summary of Duties:** The Sacred Circle Healthcare (SCH) Board of Directors (BOD) bears the responsibility for high-level and general healthcare program management at all Confederated Tribes of the Goshute Reservation (CTGR) Tribal Health Facilities. The Board of Directors and the Executive Officer are charged with fulfilling the responsibilities referenced in the Long-Term Development Plan and the Annual Plan of Operations, as established under CTGR tribal law. (See 2021 CTGR Amended Healthcare Ordinance – 21-ORD-0002) (CTGR Healthcare Ordinance).

**Reports To:** The CTGR Business Council

**Worker Status:** Contract (1099)

**Pay:** Stipend

**Major Responsibilities/Tasks:**

- Serve as a resource for the SCH Executive Officer to oversee operations of all CTGR Tribal Healthcare Facilities.
- Help facilitate the successful operations of the Long-Term Development Plan and Annual Plan of Operations as detailed in the CTGR Healthcare Ordinance.
- Engage in strategic planning, in compliance with the CTGR Healthcare Ordinance, which would include regularly updating CTGR healthcare missions, goals, and plans.
- Participate in compliance training and assure that all CTGR Tribal Healthcare Facilities operate in compliance with applicable laws and regulations.
- Conduct the annual performance evaluation of the Sacred Circle Healthcare Executive Officer.
- Review and approve policies for all CTGR Tribal Healthcare Facilities.
- Attend regular monthly and special BOD meetings. Virtual attendance may be arranged.

## **Board Composition:**

The CTGR Business Council shall appoint members of the BOD by CTGR Resolution as set forth in Section 2.06(A)-(E) of the CTGR Healthcare Ordinance.

There are 6 Board Members seats in total. Pursuant to the CTGR Healthcare Ordinance, an emphasis is placed on appointing BOD members with experience in the following fields: Medical and/or Healthcare Administration, Business Operations, Finances and/or Accounting, and Law.

Two of the BOD Member seats are reserved for enrolled CTGR Tribal members.

SCH and the CTGR give preference to qualified American Indian/Alaskan Native Applicants.

BOD members will be required to submit to a drug screen (negative results) and criminal background check prior to the start of their term. No person convicted of a felony, or a crime of moral turpitude shall be eligible to serve on the BOD. The Background check must also meet SCH's employment criteria.

Upon appointment to the BOD and before participating in any meeting related thereto, all BOD Members shall be required to sign a Non-Disclosure Agreement ("NDA").

**Currently, there are two BOD members seats open. All BOD members must have a basic understanding of federally recognized Indian tribes and the provision of healthcare services in Indian Country. Preferably, an understanding of the provision of healthcare services in Indian Country pursuant to an Indian Self Determination and Education Assistance Act, Public Law 93-638 contract. The CTGR Business Council is accepting applications for these BOD positions until August 31, 2024, at 5:00 PM.**

**The first of the two open seats is specifically reserved for any enrolled CTGR tribal member that has sufficient healthcare experience, or other appropriate experience, as determined by the CTGR Business Council.**

**The second of the two open seats is specifically reserved for any person with experience in the field of law.**

To apply for a Board Member position, please submit:

1. Cover Letter
2. Resume
3. 3 Character References

Please submit all application information to CTGR Business Council Secretary Phyllis Naranjo at [phyllis.naranjo@ctgr.us](mailto:phyllis.naranjo@ctgr.us). Furthermore, if there are any questions, please email CTGR Business Council Secretary.