

REQUEST FOR QUALIFICATIONS

Deadline: FRIDAY, November 7, 2025

Location: SOMES BAR AREA | JUNCTION ELEMENTARY

Questions: Florrine Super | florrinesuper@karuk.us

Position Overview

The Karuk Tribe, through the Karuk Tribe Housing Authority (KTHA), invites applications for a qualified **CURRICULUM FACILITATOR** for the *Healing of the Canoe – Wisdom Keepers Program*, serving Native youth in grades 4 through 8. This individual will lead the implementation of the curriculum at Junction Elementary, coordinating with the Cultural Practitioner to deliver all sessions and maintain program quality. The Kahtíshraam Wellness Center team will provide guidance, materials, and ongoing support.

Program Description

Healing of the Canoe – Wisdom Keepers is a cultural wellness program that helps Native youth build life skills, resilience, and a strong sense of identity. Guided by the Pacific Northwest Canoe Journey, it teaches healthy choices and cultural pride through Karuk dances, values, and traditions.

The program includes 14 sessions scheduled with school staff. The Curriculum Facilitator and Cultural Practitioner will work together to create a safe, engaging, and culturally rich space for learning and connection. All materials are provided through grant funding. The project rate is **\$4,000**, payable in one lump sum at completion or in two installments after required paperwork is submitted.

Roles and Responsibilities

The **Curriculum Facilitator** will:

- Deliver all Healing of the Canoe sessions on schedule and with preparation.
- Work closely with the Cultural Practitioner to complete cultural projects.
- Maintain accurate attendance and required documentation.
- Create a safe and respectful space that supports youth learning and growth.
- Communicate progress and needs regularly with the Wellness Center Director.

The facilitator will lead on-site sessions and ensure smooth delivery. The Kahtíshraam Wellness Center team will provide materials, scheduling support, and ongoing guidance.

Proposal Requirements

Interested individuals must submit the following:

1. A resume or statement describing qualifications and relevant experience.
2. Examples of experience in youth education, cultural instruction, or similar programming.
3. Three professional references, including contact information.

Responses must be hand, mail, or fax delivered by 5pm, Friday, October 31, 2025 to:

Felicia Wolfenden, Executive Assistant

Karuk Tribe Housing Authority

635 Jacobs Way, PO Box 1159, Happy Camp, CA 96039

Emails may be sent to: fwolfenden@karuk.us

Indian Preference

This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Karuk Tribe's Tribal Employment Rights Ordinance (TERO).