



SOBOBA BAND OF LUISEÑO INDIANS

TRIBAL ADMINISTRATION

SOBOBA ECONOMIC DEVELOPMENT CORPORATION **BOARD OF DIRECTORS – POSITION NOTICE**

TITLE:	Director of the Board
LOCATION:	Soboba Economic Development Corporation SEDC Offices
CATEGORY:	Part Time
COMPENSATION:	Stipend

SUMMARY

The Soboba Band of Luiseño Indians, a federally recognized Indian Tribe, is seeking qualified individuals who are dedicated to serve on the Board of Directors of the Soboba Economic Development Corporation, which is wholly owned by the Tribe and federally chartered under Section 17 of the Indian Reorganization Act.

The Board of Directors is required to meet on an ongoing and regular basis, travel to relevant conferences and actively participate in identifying, analyzing and developing additional economic opportunities for the Tribe. Directors are not compensated with a salary for their service but may receive a stipend and expense reimbursement pursuant to policies adopted by the Board.

DUTIES AND RESPONSIBILITIES

The essential duties of members of SEDC's Board of Directors include, but are not limited to, the following:

- Serve as loyal, careful and prudent stewards of the Corporation's assets and business affairs for the benefit of the Soboba Tribe and its members.
- Oversee and direct operation and management of existing and future economic development projects.
- Create job opportunities related to the economic development projects for Soboba Tribal Members.
- Provide for the efficient and effective utilization of Tribal resources, including Tribal land, leased or assigned to the Corporation in a manner that protects the long-term interests of the Tribe and that provides benefits to the Tribe from the utilization of those resources.
- Direct and implement annual business plans and budgets.
- Attend regular and special meetings of the Board of Directors and the Shareholder (represented by the Soboba General Council).

EDUCATION

- Minimum of an Associate degree in a relevant field.
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EXPERIENCE

- Relevant work experience in areas pertinent to the Corporation's purposes, e.g., business management, banking, finance, accounting, law, real estate, community development and the like.

QUALIFICATIONS

- Excellent oral and written communication skills;
- A demonstrated understanding of the objectives, goals and purposes of the Corporation;
- Commitment to dedicate adequate time to the affairs of the Corporation, and demonstrated enthusiasm for effective participation in Board meetings;
- Demonstrate leadership skills;
- A willingness and agreement to participate in training programs; and,
- History of involvement with Tribal programs and/or local community interest groups (Preferred but not required).

REQUIRED

- At least eighteen (18) years of age.
- Associate Degree.
- Successfully complete the pre-screen Background Clearance equivalent to the clearance required of key Tribal team members.
- No convictions for a felony or any crime involving theft or conversion of money or property.
- Native American preferable and an Equal Opportunity Employer 25 U.S.C.S. 472 et. seq.

SPECIAL ACTION BY CANDIDATES REQUIRED

Those who are interested in serving as a Board Director of SEDC must submit a résumé and obtain a background packet from the Soboba Tribal Human Resources Department. The Human Resources Department may be contacted Monday-Thursday, between the hours of 8:00 am- 4:00 pm, by phone at (951) 654-5544 ext. 4165 or email Lynn Saenz at lsaenz@soboba-nsn.gov.

The completed background packet must be submitted to Steven Estrada no later than July 5, 2024 by 4:00 pm PST.

Email:

sestrada@soboba-nsn.gov

Mail:

Soboba Band of Luiseño Indians
Steven Estrada, Tribal Executive Officer
P.O. Box 487
San Jacinto, CA 92581