



# Tribal Court Administration

## Taking applications for employment Recovery Program Participants

### **EMPLOYMENT RECOVERY PARTICIPANTS**

The Employment Recovery Participants are given up to twelve (12) months to gain employment experience, life skills and receive training to ultimately become gainfully employed while maintaining sobriety. This is a part time paid position (24-30 hours per week).

### **PURPOSE**

The Employment Recovery (ER) Program addresses employment and substance abuse recovery for Poarch Band of Creek Indians Tribal Members.

### **REPORTING RELATIONSHIP**

The Employment Recovery (ER) Program is administered by Tribal Court Administration. All questions and complaints should be directed to the Tribal Court Administrator at (251) 368-9136 ext. 2660. Daily supervision will be performed by the Case Manager.

### **DUTIES AND RESPONSIBILITIES**

The ER Program can receive requests from other departments and offices to provide services in the community, including, but not limited to:

- (1) Repair, lawn care or cleanup of homes of Tribal elders or disabled Tribal Members on the Reservation;
- (2) Building repair and lawn care of Tribal property;
- (3) Trash pick-up;
- (4) Tribal car washing and detailing;
- (5) Elder car washing and detailing (55 and older);
- (6) Tribal cemetery clean up;
- (7) Departmental package delivery;
- (8) Construction of small office furniture; or
- (9) Other appropriate services.

### **ELIGIBILITY**

To be eligible for participation in the ER Program, an applicant must:

- (1) Be an enrolled member of the Poarch Band of Creek Indians;
- (2) Be unemployed;
- (3) Be willing to take drug tests as deemed necessary;
- (4) Be willing to participate in a drug and alcohol treatment program on the Reservation;
- (5) Be willing to participate in any training programs deemed necessary;
- (6) Not have any pending criminal charges; and
- (7) **Complete the ER Program Application**

**Apply: Poarch Band of Creek Indians Tribal Court Administration (Building 300)**  
**Address: 5811 Jack Springs Road, Atmore, Alabama 36502 Phone: (251) 368-9136 Ext 2660**  
**Fax: (251) 446-8086 Office Hrs. 8:00 am – 5:00 pm**  
**Email: [kobarr@pci-nsn.gov](mailto:kobarr@pci-nsn.gov)**