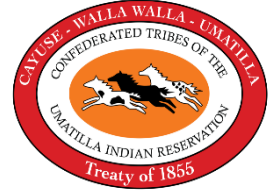


CTUIR Summer Youth Employment Program 2026 Job Application



The Confederated Tribes of the Umatilla Indian Reservation (CTUIR) 2026 Summer Youth Employment Program (SYP) will operate through the CTUIR Workforce Development Department. The program is designed to train and prepare high school students (ages 14–18) for future employment.

SYP 2026 Program Dates July 1- August 15, 2026 | **Expected Pay Range** \$14.00-\$15.00/ hr.

APPLICATION DEADLINE: MAY 14, 2026

APPLICANTS HAVE THE OPTION TO SUBMIT APPLICATIONS ONLINE OR BY PAPER DOCUMENTS. Online applications are preferred.

Complete SYP employment applications will be accepted up until 4:00 P.M. on May 14, 2026, or postmarked by that date. **ONLY THOSE SYP EMPLOYMENT APPLICATION PACKETS WHICH ARE COMPLETE, WITH ALL REQUIRED INFORMATION, AS LISTED IN THE “REQUIRED EMPLOYMENT APPLICATION PACKET MATERIAL” BELOW WILL BE CONSIDERED. NO EXCEPTIONS.** SYP application packets received after the deadline will not be considered.

It shall be the policy of the Tribe to provide preference in hiring opportunities within the Tribal government to CTUIR members and to other Indians enrolled in federally recognized tribes. The CTUIR member and Indian preference shall be applicable to all employee hiring including the Summer Youth Employment program.

Upon submitting a completed application packet, passing a background check, attending an interview and passing a pre-employment drug screening, applicants will be considered for final selection into the program. Applicants will receive official notice of their application status and/or job placement, no later than June 22, 2026. Orientation will be held July 1, 2026 (Tribal ID/Tribal descentance, State Issued ID and Social Security Card **MUST** be verified at Orientation)

REQUIRED EMPLOYMENT APPLICATION PACKET MATERIAL ([online application](#)):

1. Completed 2026 SYP Employment Application (SYP Terms & Agreement, Emergency Contact Form, Tribal Employment Application- Supplemental Form are included in the online application)
2. **Personal Resume** identifying your qualifications and experiences ATTACH in pdf format.
3. **Cover Letter** explaining your qualifications and experiences ATTACH in pdf format.

REQUIRED EMPLOYMENT APPLICATION PACKET MATERIAL (paper application):

1. Completed 2026 SYP Employment Application
2. SYP Terms & Agreement- ***signed by applicant and parent/guardian***
3. Emergency Contact Form - ***signed by applicant and parent/guardian***
4. Tribal Employment Application- Supplemental Form ***signed by the applicant***
5. **Personal Resume** identifying your qualifications and experiences.
6. **Cover Letter** explaining your qualifications and experiences.

Submitted online Completed Applications will be emailed to ctuirsummeryouth@ctuir.org , you will receive a confirmation email upon successful submission, OR a paper copy can be mailed or hand-delivered to CTUIR Workforce Development ATTN: SYP at 73239 Confederated Way, Pendleton, OR 97801.

2026 SUMMER YOUTH EMPLOYMENT APPLICATION

GENERAL APPLICATION INFORMATION

| | | | | | | | | | | | | | | | |
|--|--|---|--------|--------------------------|-------------|----------------------------|-------|-------------------------------|-----|-------------------------|--|-------|--|--|--|
| FULL NAME | | LAST | | FIRST | | MIDDLE | | | | | | | | | |
| WHAT IS YOUR GENDER IDENTITY? <small>PLEASE SELECT (1) OR MORE OPTIONS</small> | | MALE | FEMALE | NON-BINARY | TRANSGENDER | I PREFER NOT TO SAY | | I PREFER TO SELF DESCRIBE AS: | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | MY PREFERRED PRONOUNS ARE | | | | | | | | | | | | | |
| PERSONAL IDENTIFIERS | | DOB | | | | | | AGE | | | | | | | |
| | | TRIBAL AFFILIATION | | | | | | TRIBAL ID NUMBER | | | | | | | |
| YOUTH APPLICANT CONTACT INFORMATION | | PHONE NUMBER | | | | | | | | | | | | | |
| | | EMAIL ADDRESS | | | | | | | | | | | | | |
| | | PERMANENT MAILING ADDRESS | | STREET | | | | | | | | | | | |
| | | | | CITY | | STATE | | | ZIP | | | | | | |
| PARENT OR GUARDIAN NAME(S) | | First | | Last | | | | | | | | | | | |
| | | First | | Last | | | | | | | | | | | |
| PARENT/GUARDIAN CONTACT INFORMATION | | PHONE NUMBER | | | | | | | | | | | | | |
| | | EMAIL ADDRESS | | | | | | | | | | | | | |
| | | PERMANENT MAILING ADDRESS | | STREET | | | | | | | | | | | |
| | | | | CITY | | STATE | | | ZIP | | | | | | |
| ACADEMIC HISTORY | | | | | | | | | | | | | | | |
| HIGH SCHOOL INFORMATION | | NAME OF HIGH SCHOOL | | | | | | | | | | | | | |
| | | TYPE OF HIGH SCHOOL | | PUBLIC | | | | PRIVATE | | | | OTHER | | | |
| | | LOCATION OF SCHOOL | | CITY | | | STATE | | | ZIP | | | | | |
| | | WHAT GRADE DID YOU JUST FINISH? | | 9 TH FRESHMEN | | 10 TH SOPHOMORE | | 11 TH JUNIOR | | 12 TH SENIOR | | | | | |
| | | WHAT IS YOUR CURRENT GPA? | | Below 2.0 | | 2.0-2.9 | | 2.9-3.9 | | 4.0+ | | | | | |
| | | HOW MANY DAYS OF SCHOOL DID YOU MISS IN 2025-2026? | | LESS THAN 5 DAYS | | MORE THAN 10 DAYS | | MORE THAN 20 DAYS | | 30 OR MORE DAYS | | | | | |
| VOLUNTEER HISTORY | | HOW MANY VOLUNTEER HOURS HAVE YOU COMPLETED WHILE IN HIGH SCHOOL? | | 0 HOURS | | 1-10 HOURS | | 11-25 HOURS | | 25+ HOURS | | | | | |
| | | What type of volunteer opportunities have you been involved in? | | | | | | | | | | | | | |

SUMMER YOUTH PROGRAM (SYP) HISTORY

| | | | | | | | | |
|---------------------------------------|---------------------------|--|----------------|--|--------------------------|--|-------------------|--|
| HOW DID YOU HEAR ABOUT THE SYP? | SCHOOL COUNSELOR /TEACHER | | FAMILY/ FRIEND | | SOCIAL MEDIA/FLYER | | TRIBAL DEPT/OTHER | |
| HAVE YOU BEEN EMPLOYED BY SYP BEFORE? | | | YES | | NO | | | |
| IF YES, WHERE? | Name Supervisor | | Placement site | | Specific Dept or Program | | Year | |
| | Name Supervisor | | Placement site | | Specific Dept or Program | | Year | |
| | Name Supervisor | | Placement site | | Specific Dept or Program | | Year | |

OTHER EMPLOYMENT HISTORY

| | | | | | | | | |
|----------------------------|----------------------------|------------------------|-------|--|--------------------|-----|--|--|
| EMPLOYMENT HISTORY | COMPANY/ORGANIZATION | | | | | | | |
| | PHONE NUMBER | | | | | | | |
| | ADDRESS | STREET | | | | | | |
| | | CITY | STATE | | | ZIP | | |
| | DATES OF EMPLOYMENT | (MM/YYYY) to (MM/YYYY) | | | REASON FOR LEAVING | | | |
| | JOB TITLE | | | | NAME OF SUPERVISOR | | | |
| | DESCRIBE YOUR JOB DUTIES | | | | | | | |
| | HOW OFTEN DID YOU GET PAID | | | | | | | |
| | PROVIDE HOURLY PAY RATE | | | | | | | |
| | EMPLOYMENT HISTORY | COMPANY/ORGANIZATION | | | | | | |
| PHONE NUMBER | | | | | | | | |
| ADDRESS | | STREET | | | | | | |
| | | CITY | STATE | | | ZIP | | |
| DATES OF EMPLOYMENT | | (MM/YYYY) to (MM/YYYY) | | | REASON FOR LEAVING | | | |
| JOB TITLE | | | | | NAME OF SUPERVISOR | | | |
| DESCRIBE YOUR JOB DUTIES | | | | | | | | |
| HOW OFTEN DID YOU GET PAID | | | | | | | | |
| PROVIDE HOURLY PAY RATE | | | | | | | | |

**WHAT SKILLS, ABILITIES, SPECIAL TRAINING OR CERTIFICATES DO YOU CURRENTLY HAVE?
SELECT ALL THAT APPLY.**

| SKILLS& ABILITIES | | SPECIAL TRAINING & CERTIFICATES | |
|---|--|---------------------------------|--|
| Communication (verbal and written) | | Office/Clerical Work | |
| Teamwork and collaboration | | Customer Service/Retail | |
| Customer service | | Childcare or Youth Programs | |
| Problem-solving | | Outdoor/Landscaping Work | |
| Time management | | Food Service/Hospitality | |
| Leadership skills | | Cultural/Tribal Programs | |
| Creativity and innovation | | Healthcare/Wellness Services | |
| Computer literacy (typing, email, basic software) | | Maintenance/Janitorial Work | |
| Social media knowledge | | Recreation/Sports Programs | |
| Organization and planning | | Education/Tutoring | |
| Attention to detail | | Other: | |
| Conflict resolution | | | |
| Money handling and basic math skills | | | |
| Public speaking | | | |
| Critical thinking | | | |
| Adaptability and flexibility | | | |
| Basic childcare experience | | | |
| Basic food handling and prep | | | |
| Landscaping and outdoor maintenance | | | |
| Housekeeping and cleaning | | | |
| Inventory and stocking | | | |
| File and document organization | | | |
| Cash register operation | | | |
| Event planning and coordination | | | |
| Arts, crafts, and creative design | | | |
| Physical fitness and stamina | | | |
| Cultural knowledge and language skills | | | |
| Basic mechanical or technical skills | | | |

SUMMER 2026 EMPLOYER PREFERENCE OR DESIRED WORK EXPERIENCE

DO YOU HAVE A SPECIFIC PLACE YOU WOULD LIKE TO WORK THIS SUMMER? YES NO

| | | | | |
|---|--|----------------------|--------------------------|--|
| <p style="text-align: center;">IF YES, WHERE?</p> <p style="text-align: center;">IF YOU ANSWERED "NO" SKIP THIS SECTION.</p> | List (1-4) Employer Preferences. Rate/List them by (1) highest interest and (4) lowest interest. CTUIR, Wildhorse Resort, Yellowhawk Health Clinic, and Mission Market | | | |
| | 1 | Company/organization | Specific Dept or Program | |
| | Explain Why: | | | |
| | 2 | Company/organization | Specific Dept or Program | |
| | Explain Why: | | | |
| | 3 | Company/organization | Specific Dept or Program | |
| | Explain Why: | | | |
| | 4 | Company/organization | Specific Dept or Program | |

| | | | | |
|--|---|--|-------------|--|
| <p style="text-align: center;">IF NO, WHAT TYPE OF WORKFORCE EXPERIENCES ARE YOU INTERESTED IN?</p> <p style="text-align: center;">IF YOU ANSWERED "YES" SKIP THIS SECTION.</p> | List (1-4) workforce experiences or jobs that interest you below. Rate/List them by (1) highest interest and (4) lowest interest. | | | |
| | 1 | | Explain Why | |
| | Explain Why: | | | |
| | 2 | | Explain Why | |
| | Explain Why: | | | |
| | 3 | | Explain Why | |
| | Explain Why: | | | |
| | 4 | | Explain Why | |

SUMMER 2026- EXTRACURRICULAR ACTIVITIES

WILL YOU BE ATTENDING ANY EDUCATIONAL CAMPS, SPORTS CAMPS, FAMILY REUNIONS, OR OTHER FAMILY ACTIVITIES DURING THE SUMMER THAT REQUIRE YOU TO BE ABSENT FROM WORK DURING THE SUMMER EMPLOYMENT PROGRAM?

YES NO

| | | | | | | | | | |
|--|---|-------------|-----|----|--------------------------------------|---------------------------|--|--|--|
| <p style="text-align: center;">IF YES, PLEASE PROVIDE US WITH DETAILS ABOUT THE EVENTS THAT YOU WILL BE ATTENDING.</p> <p style="text-align: center;">IF YOU ANSWERED "NO" SKIP THIS SECTION.</p> | List all the extracurricular activities that will require you to be gone during your summer employment. | | | | | | | | |
| | 1 | Event Title | | | | Event Dates (mm/dd-mm.dd) | | | |
| | Is this an educational, athletic or cultural activity? | | YES | NO | How Many days of work will you miss? | | | | |
| | 2 | Event Title | | | | Event Date(s) | | | |
| | Is this an educational, athletic or cultural activity? | | YES | NO | How Many days of work will you miss? | | | | |
| | 3 | Event Title | | | | Event Date(s) | | | |
| | Is this an educational, athletic or cultural activity? | | YES | NO | How Many days of work will you miss? | | | | |
| | 4 | Event Title | | | | Event Date(s) | | | |
| | Is this an educational, athletic or cultural activity? | | YES | NO | How Many days of work will you miss? | | | | |

SUMMER YOUTH EMPLOYMENT PROGRAM TERMS & CONDITIONS

THE FOLLOWING GUIDELINES GOVERN THE ADMINISTRATION OF THE CONFEDERATED TRIBES SUMMER YOUTH EMPLOYMENT PROGRAM.

| Youth Applicant | Parent/ Guardian | PLEASE READ EACH STATEMENT. The applicant and parent/guardian must INITIAL each line to show understanding and agreement. |
|-----------------|---------------------|---|
| | | The information I provided in this application is true, accurate, and complete. I understand that giving false information or leaving things out could result in being dismissed from the program. |
| | | I understand that getting hired does not guarantee a permanent job, and the program can terminate my employment at any time. |
| | | I will follow all the rules about cell phone use. Breaking these rules could result in being removed from the program. |
| | | I will follow the Summer Youth Employment Code of Conduct and anti-bullying rules. |
| | | I understand that summer youth must show up, participate, and act professionally. Program supervisors can remove summer youth from work setting or the SYP if these expectations are not met, which could lead to unpaid time or dismissal. |
| | | If hired, I permit the CTUIR SYP to share my application with my assigned site supervisor. |
| | | I understand this is a paid job-training opportunity. The student is responsible for getting to and from work on time each day. |
| | | I permit CTUIR and its partners (Wildhorse Resort & Casino, Cayuse Technology, and Yellowhawk Tribal Health Clinic, etc.) to use photos of youth workers for public relations and reporting. |
| | | I permit the CTUIR SYP and its partners, including the Confederated Umatilla Journal, to take and use photos of me at work. These may be used for social media, outreach materials, and reports. |
| | | I understand this application is a formal agreement between the parent/guardian and the applicant. Any changes to guardianship (unless ordered by a court) may cancel this agreement and result in dismissal from the program. |
| | | I understand that some job placements require applicants to be 16 or older. Other placement opportunities may require applicants to be at least 18. |
| | | I understand that job placements will be based on the applicant's experience, skills, interests, and training history or requirements set by each work site. |
| | | I understand that not all employer preference requests can or will be guaranteed and that final placements depend on availability and program criteria. |
| | | I understand the CTUIR reserves the right to make final selections based on CTUIR Tribal Preference and Indian Preference policies. |

By typing or signing my name below, I acknowledge that I have read and understand the above-listed policies and guidelines of the Confederated Tribes Summer Youth Employment Program:

Youth Applicant Name: _____

Signature of Youth Applicant: _____ Date: _____

By typing or signing my name below, I acknowledge that I have read and understand the above-listed policies and guidelines of the Confederated Tribes Summer Youth Employment Program:

Parent/Guardian Name: _____

Signature of Parent/Guardian: _____ Date: _____

Emergency Contact Form

Please Print Clearly

Employee: _____ Date: _____

Physical Address: _____

Mailing Address: _____

Name of Parent/Guardian: _____ **Relationship:** _____

Home Phone: _____ Cell Phone: _____

Place of Work: _____ Work Number: _____

Name of Parent/Guardian: _____ **Relationship:** _____

Home Phone: _____ Cell Phone: _____

Place of Work: _____ Work Number: _____

IN CASE OF EMERGENCY CONTACT

First Contact Person: _____ **Relationship:** _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Second Contact Person: _____ **Relationship:** _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Third Contact Person: _____ **Relationship:** _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Who is your current health care provider?

List any known allergies? _____

Are you currently taking any medications? Yes___ No___

If "Yes" please list them: _____

Signature of Youth Applicant:

Date:

Signature of Parent/Guardian:

Date:

Supplemental Form

Education, Credit, Criminal, Department of Motor Vehicle, Reference, and Prior Employment Release
Authorization Form

NOTICE TO APPLICANT

If you are considering employment with the Confederated Tribes of the Umatilla Indian Reservation, your educational background and prior place(s) of employment will be verified by the Office of Human Resources. This authorization form must be completed and signed by you and attached to the Tribal Application for Employment Form (application) for each position for which you may be applying. Failure to complete and sign the form may disqualify you for consideration for employment with the Tribe.

Applicant Signature

Print Name

Date

Social Security Number

Applicants for positions classified as Tribal Safety Sensitive or Covered Status Positions

Department: NA

Job Title: Temporary Employee/Summer Youth

NOTICE TO APPLICANT

The Office of Human Resources shall conduct a background investigation into all applicants for positions classified as Tribal Safety Sensitive and Covered Status. Safety Sensitive positions shall include positions within the Tribal Police and Fire Departments as well as all positions designated as operating heavy equipment. Covered Status positions include positions within the Department of Children and Family Services, Office of Human Resources, Department of Education, and any other position identified as working with or supervising children. All such positions shall be required to undergo background investigation that will include Criminal, Credit, Employment, Education, and Motor Vehicle checks before an applicant can be interviewed.

Applicant Signature

Print Name

Date

Social Security Number

Date of Birth

Driver License State & Number

The Tribe collects Social Security Numbers only as necessary for use in the performance of the Tribe's duties and responsibilities, which may include the following possible purposes: classification of accounts; identity management; credit worthiness; billing and payments; data collection, reconciliation, and tracking; benefit processing; tax and scholarship reporting; financial aid processing; accreditation of programs; student health services; research management; and reporting to authorized state and federal government agencies. Federal and State laws require us to protect Social Security Numbers from disclosure to unauthorized parties. Employees are assigned CTUIR Employee Identification number to assist in