



Smith River Rancheria

Tribal Employment Rights Office

Job Placement and Training



Dear Applicant:

Enclosed are a few forms you will need to complete before receiving assistance from the TERO Job placement and Training program. The first is an Application for Assistance to determine your initial eligibility for assistance. Next are, Job Offer or Training verification forms, depending on whether you are requesting job placement or training assistance, followed by a Self-Sufficiency Plan.

The Application for Assistance form tell us about you, what you want to do, and what resources you may have to support yourself with while working towards the identified goal.

The Job Offer or Training Verification forms are to confirm and provide this office with contact information on the job or training you will be starting. You will need to complete the job verification form with information on the new job, along with a signature from an individual who represents the business. The training verification form identifies type and location of training as well as describing the instruction you will receive. The training verification form also requires you to list an individual we may contact to verify your enrollment and attendance.

The Self-Sufficiency Plan is an outline of how you will participate in your job/training and is signed by both you and TERO staff after a review of the information supplied in the forms previously mentioned.

If you have any questions or concerns, please do not hesitate to contact me.

Darrell Moorehead
Tribal Employment Rights Compliance Officer