



PIMA COUNTY, ARIZONA BOARD OF SUPERVISORS POLICY

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I. **PURPOSE**

The purpose of this document is to describe Pima County's Native American Employment Policy.

II. **POLICY**

Pima County is committed to honoring the unique history and particular needs of local Native Americans. The County, located near reservations, will take pro-active steps to enhance employment opportunities for qualified and available Native Americans, including the following:

A. **MONITORING AND OUTREACH**

1. Pima County will:
 - (a) commit resources to recruit and retain local qualified and available Native Americans based on available funding and program performance and results.
 - (b) consider funding mentor and trainee demonstration projects as proposed by representatives of local Tribal Nations, the Tucson Indian Center, or other interested entities.
2. The County will review program activity on a quarterly basis and report employment demographics to the Board of Supervisors on an annual basis to assess the utilization level of Native Americans in all aspects of employment including recruitment, compensation, selection, training, promotion, benefits, and layoff.

B. **ENHANCING OPPORTUNITY AT THE INITIAL SCREENING STAGE FOR SELECTED POSITIONS**

In order to include Native Americans in the pool of candidates from which selection decisions are made, and in order to enlarge such pools:

In instances where relevant and reliable information indicates that local qualified and available Native Americans are under-represented in particular job categories and where the initial screening process involves written testing or other methods utilizing numerical assessment:



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1. The County will publicly announce, through advertisements for particular positions, its policy of enhancing opportunities for Native American applicants; and
2. When a position has been advertised in accordance with the Native American Employment Policy, points *equivalent* to 5 out of 100 will be awarded to Native American applicants as part of the County's initial screening process provided the Native American applicant meets the minimum qualifications for the classification.

III. POWERS AND DUTIES

- A. The County Administrator will report Pima County's Native American employment status to the Board of Supervisors at least annually.
- B. The Native American employment status report will reflect areas of advancement and deficiencies from the previous reporting period and contain proposed corrective action.
- C. The County Administrator may assign responsibilities and duties to the departments in order to carry out the intent of this policy.

IV. RESPONSIBLE DEPARTMENTS

- A. The County Administrator
- B. All Elected Officials
- C. All Appointing Authorities

Effective Date: December 5, 1995
Revised Date: April 21, 2009