

Request for Qualifications (RFQ): ELDER CHORE PROVIDER

Project overview: Andahwod CCC & Elder Services

Responses will be received between 8 a.m. Eastern Time, Oct. 1, 2025

until no later than 5 p.m. Eastern Time, on Monday, Nov. 3, 2025,

with position name clearly marked on the outside of the envelope "RFQ for Elder Chore Provider."

Purpose of the Request for Qualifications:

Andahwod Continuing Care Community and Elder Services are currently seeking two to three qualified Elder Chore Providers for a grant period of April 1, 2023 to March 31, 2026 to provide in-home care for elder members of the Saginaw Chippewa Indian Tribe. Hours vary from 16 to 30 hours per week until grant ends March 31, 2026. Grant provided by Title VI: Older Americans Act.

Qualification Requirements:

- High School Diploma or GED
- Must be 18 years of age
- Certified Nurse Aide Certificate highly desired
- Work experience with older adults
- Must be able to effectively communicate
- Must be able to pass background check to meet the employment eligibility requirements as they pertain to the position
- Must have a valid Michigan Driver's License and must be able to obtain and maintain a Tribal Driver's license and qualify for coverage by SCIT auto liability insurance carrier
- Must be able to obtain BLS Certification within 30 days from date of hire
- Must be able to obtain HIPAA certification within 7 days from date of hire
- Native American preference shall apply to all positions

Submission of Qualifications:

Interested parties are invited to submit three copied Statement of Qualifications (SOQ) to:

Andahwod CCC & ES
Attention: Sheligh Jackson, Elder's Advocate
SHJackson@sagchip.org
2910 S Leaton Road
Mt Pleasant, MI 48858

The SOQ should include the following:

1. Individual Profile and contact information
2. Relevant experience and qualifications
3. Copies of relevant certifications, accreditations, diploma and copy of driver's license
4. Available hours of work and minimum asking rate of pay

Deadline for Submittal:

The requested State of Qualifications must be received by Andahwod CCC & ES beginning **8 a.m. Oct. 1, 2025** until no later than **5 p.m. Eastern Time, on Monday, Nov. 3, 2025**. Submission received after this date may not be considered.



Saginaw Chippewa Indian Tribe of Michigan

"Working Together for Our Future"

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