



Santa Clara Pueblo Head Start Students and Teachers Parade on October 2th

Theme: *Life IS A Puzzle—Solve It Drug Free*



SANTA CLARA

POST OFFICE BOX 580
(505) 753-7326
(505) 753-8988 fax



INDIAN PUEBLO

ESPANOLA, NEW MEXICO
87532
Tribal Administrator's Office

Welcome to the Tribal Administrator's Office

Tribal Administrator, Mel Tafoya – The Tribal Administrator, TA, oversees most of the Tribal Programs within the Administration and works closely with the Governor's Office. The TA is assisted by Deputy Tribal Administrator Gilbert Tafoya, who share these duties as well. Mel oversees the Deputy Tribal Administrator as well as the following Departments: Environmental, Human Resources, Tribal Courts, Accounting, Forestry, Intergovernmental & Public Relations, Realty, Rights Protection, Realty, Rights Protection, Self-Governance, Special Projects, Public Works, Transportation, and the Office of Emergency Management. Mel has been working for SCP for over 37 years, and volunteers as the fire Chief and is also a licensed Emergency Medical Technician. Mel serves as the Southwest Region Board of Directors with the Intertribal Agriculture Council and is a member of the tribal Expert Working Group with the Center for Disease Control of post COVID Response.

Deputy tribal Administrator, Gilbert Tafoya – Duties of the Deputy tribal Administrator, DTA, are to assist the TA with daily responsibilities. His role changed a few months ago and he now reviews programmatic functions of all the programs. As former Governor, Gilbert brings his awareness of past tribal history and knowledge. DTA Gilbert currently oversees the following programs: Adult Education, IOM, Head Start, Library, Recreation/Department of Youth & Learning (DYL) RezRiders, Tewa Language, Victim Services, Adult Day Center, Senior Center, CHR/Diabetes, Social Services, Behavior Health, Vital Statistics/Enrollment, Information technology, Custodial/Maintenance and the Office Manager.

Administrative Assistant, Shawna Martinez - Hello my name is Shawna-Marie Martinez-Archuleta, Shawna for short. I come from the Martinez and Tapia Families in Ohkay Owingeh. I am a full time Yiya & Sayaa to amazing children, grandchildren and also have the privilege of raising my three adopted children. As the Tribal Administrator's Office Administrative Assistant, I will be the first point of contact. You will hear my voice when you call the Tribal Administrative Office as my duties include answering the phones and routing calls. When you arrive to the building, I will buzz you in at the entrance and have you sign in, while I contact the staff or department, to notify them that you are here to see them, communicate with staff via emails or by phone regarding being in the office, out on leave/travel or out in the field to better assist you with calls and visits, place work orders on your behalf for the in-house plumber in Public Works or Professional plumber, receive and process Elderly Program requests, hand-out and receive blank/filled-out job applications for Human Resources if needed, work with INPRO to upload approved information on the electronic marquee, assist Governor's Office if Governor's Secretary is unavailable, distribute important information and all other administrative duties. I have 20 years of experience in an office setting and working with the public. I have attended Northern New Mexico College in pursuit of my degree in Office Administration & Bookkeeping. I earned a Certificate from Falmouth Institute for Tribal Administrative Assistant and Office Manager. Since I started working for the Pueblo of Santa Clara a few years ago I have held several titles; first as an Early Childhood Teacher/Assistant Cook and second as Head Cook at the Head Start, then as a Program Assistant with the Office of Vital Statistics and Enrollment. I am

humbled to be in this position and look forward to assisting each and every one of you. Fun fact I love Turtles and any color of gray.

The Tribal Administrator's Office would like to Introduce our New Staff Member Office Manager Rosalie Valdez:

Hello Everyone – It has been six months since I started my position as Office Manager. I am really enjoying my position and the staff that I work with have been very helpful. I have learned quite a bit and still learning every day. Some of my duties are but not limited to; Developing and utilizing filing and retrieval systems to manage and reference administrative correspondence, daily reports, and all documentation Related to the Office of the Administrator, including Public Works, Elderly and Handicap services, and Custodial, analysis of current and past budgets including preparation and justification budget requests, entering Purchase Requests, contacting and working with Contractors and departments within the Santa Clara Tribal Pueblo, working closely with the public and assisting them with their needs, organizing and updating the GSA and WEX accounts, updating Cuff accounts on a monthly basis, preparing meeting agenda for monthly Director Meetings, take meeting notes, transcribe and distribute to appropriate personnel, Directors, etc., and providing administrative duties to Mel Tafoya, Tribal Administrator and Gilbert Tafoya, Deputy Tribal Administrator. Please stop by some time and say hello.

COMMUNITY MEETING

on the

NORTH RAILROAD AVENUE PLUME SUPERFUND SITE

Wednesday, December 3, 2025

6:00 pm – 8:00 pm

CHR Meeting Room next to Kha'Po Community School

Speakers from the NM Environment Department, US EPA and Agency for Toxic Substances and Disease Registry will be in attendance to present on the dry cleaner, that was located in Espanola, and the contaminated ground water sites.

Santa Clara Pueblo Senior Center Attends the 47th Annual Conference on Aging



This September, staff and participants from the Santa Clara Pueblo Senior Center had the opportunity to take part in the 47th Annual Conference on Aging, held in the beautiful setting of Glorieta, New Mexico. The conference brought together seniors, caregivers, community leaders, and organizations from across the state for a week filled with learning, networking, and celebration.

The event offered something for everyone. Fun outdoor activities gave participants the chance to enjoy fresh air, movement, and connection with peers, while also highlighting the importance of staying active at every age. Attendees also explored informational booths from a wide range of organizations, which provided resources on health, wellness, elder care, financial planning, and community programs designed to support New Mexico's senior population.

In addition, the conference featured breakout sessions covering a variety of important topics. These sessions allowed attendees to dive deeper into issues that matter most to today's seniors—such as aging in place, healthy lifestyles, access to services, and strategies for continued independence.

Overall, the 47th Annual Conference on Aging was both educational and enjoyable, offering our seniors a chance to connect, share experiences, and return home with valuable knowledge and resources.

We encourage all our Santa Clara Pueblo Seniors to consider joining us for next year's conference and other upcoming trips. For more information on how to sign up or to learn about the other fun activities and outings we have planned please call the Senior Center.



TUBBY THE PAGE AND ENGAGE BY BONNIE OLKES



NEW MEXICO
CONFERENCE ON AGING
47th ANNUAL | SEPTEMBER 23-25, 2025



Thank you,
Senior Center Staff

Georgia
O'Keeffe
Museum

TEWA NANGEH

TEWA COUNTRY

Left: Michael Namingha. *Disaster #8*, 2025.
Silkscreen on canvas, 58 x 90 in.

Join Us for the Opening Celebration!

Friday, November 7 | 4 to 8 PM

Free Admission! Art! Music! Food!

📍 Georgia O'Keeffe Museum. 217 Johnson Street, Santa Fe, NM 87501

Join us for a special opening celebration of our newest exhibition, *Tewa Nangeh/Tewa Country*! This exhibition highlights twelve Tewa Pueblo artists in dialogue with art created by Georgia O'Keeffe, and explores the place, identity, and landscape, which has been home to the Tewa people since time immemorial.

The opening celebration on November 7 will feature:

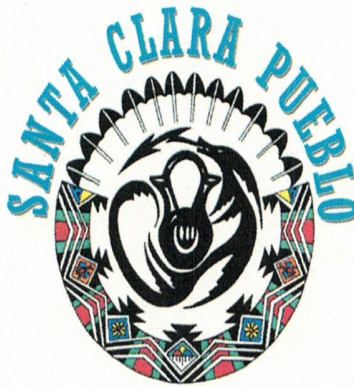
- Art activities from the Museum's Art to G.O. Truck
- Performances by the Northern Southern Dance Group (Ohkay Owingeh)
- Music by the Jacob Shije Trio (Santa Clara Pueblo)
- Bites by Manko: Native American Fusion food truck (Santa Clara Pueblo)

This event is supported by the Santa Fe New Mexican and the City of Santa Fe Arts and Culture Department and the 1% Lodgers' Tax.



SANTA CLARA

POST OFFICE BOX 580
(505) 753-7330
(505) 753-5375 Fax



INDIAN PUEBLO

ESPANOLA, NEW MEXICO
87532
OFFICE OF GOVERNOR

MEMORANDUM

TO: Santa Clara Pueblo Tribal Members

FROM: James Naranjo, Governor 

DATE: October 28, 2025

SUBJECT: Distribution of Turkeys (**Please Note: One (1) per Household**)

Turkeys will be distributed to **Santa Clara Pueblo Tribals Members (Tribal ID Required)** at the Governor's Office located in the Tribal Administration Building on the following dates and times:

Saturday, November 15, 2025

9:00 a.m. to 4:00 p.m.

Sunday, November 16, 2025

9:00 a.m. to 4:00 p.m

Only one (1) turkey per household will be given. If you have other members of your family over the age of 18 living within your household you will only receive one (1) turkey. This also includes unmarried individuals who reside in the same home.

Households eligible for a turkey must come in person to pick-up a turkey. We will not accept any letters authorizing someone else to pick-up a turkey for another household.

If you have any questions, please feel free to contact the Governor's Office at (505) 753-7330.



**Santa Clara Pueblo Adult
Day Care**



VETERANS

DAY

2025

10 NOV

**START AT
10 AM-12PM**

**Ballon Release & Refreshments
COME AND JOIN US**

@ ADC

Veteran's gift limited-first come first
serve
Veteran's &
Seniors Only



Governor will attend to "unveil" the new artwork commissioned to commemorate and honor Santa Clara Pueblo Veterans and INPRO will also have gifts for Veterans with the new SCP Veterans logo. Come join us.



The National Native American
Boarding School Healing Coalition

ORAL HISTORY PROJECT

NABS will be in **Albuquerque, New Mexico** to interview Indian boarding school survivors. If you attended a federally supported **Indian boarding school in the United States by 1970**, sign up below.

Interviews by appointment only

INTERVIEW LOCATION: Albuquerque, New Mexico

OPENING CEREMONY: Mon. Nov. 17, 4-6pm

CLOSING CEREMONY: Fri, Nov. 21, 4-6pm

INTERVIEW DATES: November 18-21

SIGN UP:

Call: **(651) 650-4445**

Visit: **bit.ly/OHPsignup**

Email: **OralHistoryProject@nabshc.org**

Through a cooperative agreement from the Department of the Interior, this unprecedented effort is a crucial part of the DOI's Federal Indian Boarding School Initiative.

MONDAY NOVEMBER	17	4-6PM Opening Ceremony & Community Dinner
TUESDAY NOVEMBER	18	9AM - 6PM Oral History Interviews
WEDNESDAY NOVEMBER	19	9AM - 6PM Oral History Interviews
THURSDAY NOVEMBER	20	9AM - 6PM Oral History Interviews
FRIDAY NOVEMBER	21	9AM - 12PM Oral History Interviews 4-6PM Closing Ceremony & Community Dinner



Beat the Cold!!

Senior Furnace Maintenance

The Special Projects Office is offering Senior Citizens the service of maintenance and cleaning Only.

To be eligible for this service you must:

- . Be 55 years or older.
- . Live in and own the home.
- . Be an enrolled Santa Clara Pueblo Tribal Member.
- . Must be within the SCP Boundary

If you qualify and would like to have this service provided or have any questions, please contact Special Projects Office at (505) 692-6309.



EMPLOYMENT OPPORTUNITIES

Gaming Commission

(2) Gaming Inspectors

(1) Gaming Commissioner letter of interest apply with Governors Office

All applicants must meet the minimum required qualifications for the position and complete a background investigation.

All positions are open until filled

For a copy of the position descriptions, or more information please contact the Santa Clara Pueblo Gaming Commission,

Myron Salvador email: msalvador@scpgc.net

or call (505) 747-4306.



Slots

- Service Specialist**
- Slot Tech**
- Slot Tech Supervisor**
- Slot Systems Administrator**
- Slot Supervisor**

Player Services

- Main Banker**
- Player Services Representative**
- Player Services Supervisor**

Food & Beverage

- Server*
- Bartender/Server*
- Grab & Go Attendant*
- Busser*
- Line Cook*
- Dishwasher*

Marketing

- Marketing Coordinator**

Hotel

- Director of Hotel Operations*
- Guest Service Agent*
- Housekeeping Attendant*

Bowling

- Bowling Attendant*

Golf

No current Openings

Compliance

- Internal Auditor**

IT -On Site

- IT Generalist**
- IT Manager**

Finance

- Staff Accountant**
- Construction Staff Accountant*

Surveillance

- Surveillance Agent I**
- Surveillance Agent II**
- Surveillance Agent II/Tech**
- Surveillance Tech.**

Security

- Security Officer Level I**
- Security Officer Level II**

Construction

- Superintendent*
- Field Technician*
- Project Manager*
- Estimator*
- Foreman*
- Project Engineer*
- Laborer*

EVS

(Housekeeping)

- Casino Graveyard Associate*
- Casino Associate*

Retail

- Retail Associate*
- Puye Cliffs Tour Guide



Fat Burger

Team Member*

16+*

18+*

21+*

Gaming License Required*

To apply, please visit our career listings at www.santaclaran.com/careers or visit the Human Resources Office.
For more information, you may contact.



HUMAN RESOURCES DEPARTMENT
SANTA CLARA PUEBLO TRIBAL ADMINISTRATION
578 Kee Street, Espanola, New Mexico 87532
Phone: (505) 692-6280 Fax: (505) 747-2748

EMPLOYMENT OPPORTUNITIES

Updated: 10/28/2025

Adult Day Care

(1) Caregiver

Behavioral Health

(1) Community Outreach Coordinator

Forestry

(1) Forest Development Tech Intern

(1) Heavy Equipment Supervisor

(1) RTRL Crew Lead

Head Start

(1) Head Start Teacher

Law Enforcement

(1) Lieutenant

(2) Radio Communication Specialist I

Library

(1) Library Program Coordinator-Temporary position

Public Works

(1) Plumber

Self-Governance

(1) Farm Tractor Operator

Tax Administration

(1) Tax Administrator

Tribal Courts

Position Requirements:

- Must be able to successfully pass a Background Check
- Must not have any DUI's/DWI's convictions within the last five years from any Tribal, State or Federal Court
- Must have a valid New Mexico Driver's License and be insurable through the Tribe's insurance carrier

PREFERENCE

*Tribal member/Native American preference shall apply to all positions at the Santa Clara Pueblo Tribal Administration
Santa Clara Pueblo Tribal Administration is a drug/alcohol free workplace*

All applicants must meet the minimum required qualifications for the position.

All positions are open until filled

For a copy of the position descriptions, or more information please contact the Santa Clara Tribal Administration's Human Resources Department email: jobs@santaclarapueblo.org

or call (505) 692-6280

ALL APPLICATIONS MUST BE COMPLETED THOROUGHLY AND SUBMITTED TO THE HUMAN RESOURCES OFFICE