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**Karuk Community Health Clinic**

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe

**Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

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**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

## Vacancy Announcement

(Internal Posting)

- Title:** Natural Resources Technician III /Pirish Plants
- Reports To:** Collaborative Stewardship Program Manager, or designee
- Location:** Department of Natural Resources, Orleans, California
- Supervises:** Natural Resources Technician I and II, volunteers and youth as needed
- Classification:** Regular, Full-Time or Part-Time (30 or more hr./week) – Negotiable and determined at point of hire, Non-exempt
- Salary:** \$22.37 to \$27.26 per hour, depending on education, experience, qualifications, time served in an equivalent capacity and funding availability

**Summary:** The Natural Resources Technician III is a full- to part-time position that shall work under the supervision of division coordinators as assigned to carry out grant related technical duties. The Natural Resources Technician III shall work with collaborators, contractors, youth, and volunteers to achieve synergy between the Karuk Department of Natural Resources' and partner organization's commitments. This position may serve in the capacity of Field Crew Supervisor, as long as supervisory control and efficiencies in operations can be maintained, or in other DNR divisions as Natural Resources Technician III/Cultural Resources Technician III, if qualified. Position is dependent on support funding and will require acquisition of continued, additional and subsequent funding.

**Application Deadline: March 1, 2023 by 5:00 pm**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us](http://www.karuk.us). The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply.

If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: [www.karuk.us](http://www.karuk.us) or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2043, Fax: (855) 437-7888, Email: [Humanresources@karuk.us](mailto:Humanresources@karuk.us)

## POSITION DESCRIPTION

- Title:** Natural Resources Technician III /Pírish Plants
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**Summary:** The Natural Resources Technician III is a full- to part-time position that shall work under the supervision of division coordinators as assigned to carry out grant related technical duties. The Natural Resources Technician III shall work with collaborators, contractors, youth, and volunteers to achieve synergy between the Karuk Department of Natural Resources' and partner organization's commitments. This position may serve in the capacity of Field Crew Supervisor, as long as supervisory control and efficiencies in operations can be maintained, or in other DNR divisions as Natural Resources Technician III/Cultural Resources Technician III, if qualified. Position is dependent on support funding and will require acquisition of continued, additional and subsequent funding.

### Responsibilities:

1. Shall be responsible for the fulfillment of Technician duties associated grant deliverables funding the position.
2. Shall lead field implementation of plants treatments, including invasive species removal and native plant enhancement in coordination with partners.
3. Shall participate in collaborative plants restoration planning, including attending required meetings, workshops, as well as informal Cultural Practitioner and community outreach.
4. Shall play a mentorship role to actively transfer knowledge and expertise as appropriate to those they supervise, youth, or whom otherwise engage in field-based activities.
5. Shall work productively and actively participate in a team-based environment.
6. Shall acquire and teach data collection skills and techniques as required, and implement these into daily programmatic work routine as well as assist youth workers, interns, Technicians I and II with completing these tasks.

7. Shall conduct plants monitoring with support from supervisor, GIS and data stewards, ensuring that field data is complete, uploaded and organized for data analysis and reporting purposes.
8. Shall maintain necessary documentation of work performed and accurately convey/assist in grant related report preparation.
9. Shall track professional development skills/needs for those they supervise and perform annual employee evaluations, training plans, and provide recommendations to supervisor as appropriate.
10. Shall be responsible for the safety, conduct, and communications between field activities under their supervision with appropriate coordination/management personnel.
11. Shall be available for local and out of the area travel as required.
12. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

**Qualifications:**

1. Demonstrated ability to manage time well and work under stressful conditions with an even temperament.
2. Demonstrated ability to recognize pertinent information and take detailed field notes and complete documentation forms to track progress and conditions in the field.
3. Shows understanding of activity procedures and demonstrates ability to organize and delegate tasks to facilitate the safety and well-being of staff/partners/participants under their charge.
4. Must have demonstrated ability to learn, share, practice, and impart traditional and Western scientific knowledges relating to the management, procurement, and processing of a wide variety forest resources.
5. Must have demonstrated abilities to respond effectively to unforeseeable complications in the performance of assigned duties.
6. Must have demonstrated abilities to build partnerships with collaborators across multiple organizations, and work well with crewmembers and participating tribal members and descendants.
7. Experience related to traditional land management practices and traditionally utilized plant resources and identification preferred.
8. Experience with quantitative ecological field data quality control and assurance, analysis, and reporting preferred.
9. Demonstrated ability to work effectively with Indigenous peoples in culturally diverse environments.
10. Displayed ability to establish and maintain harmonious working relationships with other employees, youth, natural resource agencies, and the public.
11. Demonstrated ability to understand and follow oral and written instructions.

**Requirements:**

1. Experience and/or education:
  - a. Bachelor's degree in Botany, Forestry, Fire Ecology, Native American Studies or other Natural Resources/Forest Management field; or
  - b. An equivalent combination of education and related experience will be considered.
2. Must be willing to attend all required meetings and functions as requested.
3. Must be responsible for using safe work practices, for following directives, guidelines and procedures and for assisting in maintaining a safe and secure work environment.
4. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
5. Must successfully pass a pre-employment drug screening test and be willing to submit to a criminal background check.
6. Must adhere to confidentiality policy. Must adhere to the policies and procedures of the Karuk Tribe.

**Physical Requirements:**

1. Must be able to engage in sustained physical labor outdoors, sometimes in inclement weather and in hot conditions.
2. Must be able to lift and carry equipment and supplies weighing up to 35 pounds.
3. Must be able hike over rugged, uneven terrain and steep slopes and hike up to 5 miles a day.

**Tribal Preference Policy:** In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

**Veteran's Preference:** It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

**Review Committee Approved: 02.13.2023**

**Chairman's Signature:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_