



Vacancy Announcement

(Internal Posting)

- Title:** Natural Resources Technician (NRT) III /Píkyav
- Reports To:** Píkyav Field Institute Manager, or designee
- Location:** Department of Natural Resources (DNR), Orleans, California
- Supervises:** Natural Resources Technician I and II, volunteers and youth as needed
- Classification:** Regular, Full Time, Non-Exempt
- Salary:** \$22.37 - \$27.26 per hour, depending on education, experience, qualifications, time served in an equivalent capacity and funding availability
- Summary:** The Natural Resources Technician (NRT) III is a grant funded -full- time position that shall work under the supervision of Píkyav Field Institute Manager, or designee, to carry out grant related technical duties. The Natural Resources Technician III shall work with stakeholders, contractors, youth, and volunteers to achieve synergy between the Karuk Department of Natural Resources' and partner organization's obligations. 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: June 15, 2023 by 5:00 pm

Applications are available at all Tribal Offices or on the Internet at 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 or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2043, Fax: (855) 437-7888, Email: Humanresources@karuk.us

POSITION DESCRIPTION

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Responsibilities:

1. Shall be responsible for the fulfillment of Technician duties associated with grant deliverables funding the position.
2. Shall attend all required meetings, trainings, and functions as requested.
3. Shall actively transfer technical knowledge and expertise as appropriate to those they supervise or whom otherwise engage in field-based activities.
4. Shall work productively, assist with related outreach activities, and actively participate in a team-based environment.
5. Shall acquire and teach data collection skills and techniques as required, and implement these into daily programmatic work routine as well as assist Technicians I and II with completing these tasks.
6. Shall work with technical service providers to collect, organize and interpret field data for data management and reporting purposes.
7. Shall maintain necessary documentation of work performed and accurately convey/assist in grant related report preparation.
8. Shall document notable change in knowledge, behavior, and condition as required for departmental and project-related reporting.
9. Shall track professional development skills/needs for those they supervise and perform annual employee evaluations, training plans, and provide recommendations to supervisor/Píkyav Field Institute staff as appropriate.

10. Shall be responsible for the safety, conduct, and communications between field activities under their command and appropriate Coordination/Management personnel.
11. Shall be available for local and out of the area travel as required.
12. Shall attend all required meetings and functions as requested.
13. 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 contemporary knowledge 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 stakeholders across multiple organizations, and work well with crewmembers, participating tribal members and descendants.
7. Experience related to traditional/contemporary land management, and traditionally utilized resources preferred.
8. Experience and/or interest in traditional inter-generational learning or culturally responsive environmental education pedagogies.
9. Demonstrated ability to work effectively with Native American people in culturally diverse environments.
10. Displayed ability to establish and maintain harmonious working relationships with other employees, youth and their parents, 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 Environmental Education, 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, including those that occur outside the traditional 8-5 workday.
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 be effective, efficient, productive, and timely in regard to coordinating teams and/or delegating tasks and producing multiple and measurable outcomes while working in a remote environment.
7. Must adhere to confidentiality policy. Must adhere to the policies and procedures of the Karuk Tribe.

8. Must successfully pass a pre-employment drug screening test, criminal background check, TB skin test, as well as comply with the health requirements for working in local schools.

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.

Committee Approved: May 31, 2023

Employee's Signature: _____