



THE COQUILLE INDIAN TRIBE

OPEN TO TRIBAL MEMBERS ONLY

CLOSES SEPTEMBER 10, 2018 AT 5:00 PM

Complete application packet should comprise of:

- Coquille Tribe Employment Application
- Resume

Job Title: NATURAL RESOURCES TECHNICIAN – FISHERIES INTERNSHIP
Department: Natural Resources Department (NRD)
Reports to: Biological Planning and Operations Manager
FLSA Status: Non-Exempt
Part Time – 20 hours per week, Temporary, 12-month Internship; grant funded
Salary: \$14.00 per hour

This position is a covered position as defined in the Coquille Indian Tribe Chapter 185 Child Protection Ordinance. Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

JOB SUMMARY OF MAJOR FUNCTIONS

Under the direct supervision of the Biological Planning and Operations Manager, the Natural Resources Technician will: coordinate the Tribe's fisheries propagation programs; assist with the development of watershed projects and monitoring; and attend relevant watershed planning meetings.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Coordinate tribal fisheries propagation programs including fall Chinook acclimation (May through June), inventory of returning adults, collection of brood, and other program development functions (September through November).
2. Public outreach and education to the local community, including other Tribal members, on the purpose and importance of the 4th Creek facility.
3. Assist in macroinvertebrate sampling, assist in water quality sampling, road and culvert inventory.
4. Research and develop culturally significant resources (i.e. lamprey hatchery, shellfish monitoring, eel grass bed monitoring).
5. Process and input data into a useable format, utilizing existing report templates and database software.
6. Collect and process GPS data.
7. Monitor cultural resource projects.
8. Other duties as assigned.

The above statements reflect the general duties considered necessary to perform the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job.

PHYSICAL REQUIREMENTS

The physical ability to stand, sit or walk frequently. The physical ability to drive vehicles, with either standard or automatic transmissions, for up to 2 hours or more per day. The physical ability to use both hands for frequent fingering and occasional simple grasping. The physical ability to frequently carry up to and including 25 pounds of

weight for distances of up to 2 miles in various weather conditions and across various surfaces. The physical ability to rarely carry over 25 pounds of weight for distances up to 50 feet in various weather conditions and across various surfaces. The physical ability to occasionally lift up to and including 50 pounds of weight between the floor and the waist. This weight will be constituted by the following items, but not limited to them: equipment, tools, firefighting tools, etc. The physical ability to work on uneven surfaces continuously. The physical ability to work outdoors in all temperatures and weather conditions. The physical ability to work around loud and constant noise continuously. The physical ability to tolerate required personal protective equipment such as safety/fire boots, work gloves, safety glasses, ear protection, safety vests, hard hats and face shields. Must be able to swim and to snorkel dive.

MINIMUM QUALIFICATIONS

This position is grant funded through the Bureau of Indian Affairs and the applicant must meet these qualifications as set forth in the funding requirements:

- A. Tribal Youth (25 years old or younger);
- B. Interested or actively pursuing an education or career in natural resources. Those interested or actively pursuing an education or career in fisheries will be given preference.

Additional requirements and preferred qualifications:

- A. Proficiency in the use of computer applications used for word processing, spreadsheets, and databases, including Word and Excel required.
- B. General knowledge of natural resources including fisheries, wildlife, and water function processes preferred.
- C. General knowledge of Tribal governments, the concepts of Tribal sovereignty and federal trust responsibility and Tribal ordinances and policies affecting natural resources management a plus.
- D. Current and valid Oregon driver's license in good standing with no insurability issues as determined by the Tribe's insurance carrier is required.

Visit www.coquilletribe.org for an application

Contact HR at 541-756-0904

Submit completed applications to:

Human Resources Director

Coquille Indian Tribe Administration Offices

3050 Tremont St. North Bend, OR 97459