

## **POSITION DESCRIPTION**

**Title:** Eco-Cultural Restoration Specialist

**Reports To:** Council DNR Representative

**Location:** Department of Natural Resources (DNR), Orleans

**Salary:** \$29,000 to \$39,000, depending on experience

**Summary:** Assist DNR in the restoration of cultural management practices

**Classification:** Full Time Exempt, Non Entry Level

### **Responsibilities:**

1. Prioritize job duties, actions and travel for maximum potential for reaching the goal of reestablishing Tribal Stewardship within the Karuk Aboriginal Territory.
2. Participate in staff level government to government consultation processes.
3. Help develop and maintain agreements/MOU's for collaborative programs/projects and/or Tribal Stewardship.
4. Maintain communication and coordination with Tribal, Agency, and community groups.
5. Assist in the development of eco-cultural restoration planning, and research funding opportunities.
6. Assist in oversight of eco-cultural restoration implementation and/or Tribal Stewardship projects.
7. Assist in the development of formal government to government consultation correspondence.
8. Share traditional ecological knowledge with eco-cultural restoration project cooperators prior to and during project implementation.
9. Other duties as required.

### **Qualifications:**

1. Extensive knowledge and experience in cultural environmental management practices.
2. Have the ability to work effectively with Tribal people and Agency personnel in culturally diverse environments.
3. Have the ability to manage time well and work under stressful conditions with an even temperament.

4. Have the ability to establish and maintain harmonious working relationships with other employees and the public.

**Requirements:**

1. Must have high school diploma or GED equivalent.
2. Must have valid drivers license, good driving record, and be insurable by the Tribe's insurance carrier.
3. Must have extensive knowledge of Karuk cultural management techniques.
4. Must have ability to read and interpret environmental documents, policy manuals and agency agreements.
5. Must have ability to write routine reports and correspondence.
6. Must successfully pass a pre-employment drug and alcohol screening test and be willing to submit to a criminal background check.
7. Must have basic knowledge of government to government relationships and processes.
8. Must be willing to travel to meetings, workshops, training, and conferences as needed.
9. Must be able to observe traditional Karuk cultural philosophical practices.

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

**Council Approved:** \_\_\_\_\_

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

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