

## POSITION DESCRIPTION

**Title:** Water Quality Program Biologist

**Reports To:** Natural Resources Director

**Location:** Department of Natural Resources, Somes Bar, CA

**Salary:** \$12.00 to \$15.00, depending on experience

**Classification:** Seasonal, Non-Exempt, Non-Entry Level

**Overview:** The mission of the Karuk Tribe of California is to promote the general welfare of all Karuk People, to establish equality and justice for our Tribe, to restore and preserve Tribal traditions, customs, language and ancestral rights, and to secure to ourselves and our descendants the power to exercise the inherent rights of self governance. The Tribe serves its membership through the implementation of a comprehensive mix of Health, Education, Housing, Elders and Social Services programs, as well as Natural Resource management projects, located in the communities of Orleans (Humboldt County), Happy Camp (Siskiyou County) and Yreka (Siskiyou County).

**Summary:** The Water Quality Biologist receives direct supervision from the Karuk Tribe's Natural Resources Director in all tasks related to the Karuk Tribal Water Management Programs. The Water Quality Biologist will be responsible for select water quality program tasks to enhance the quality of water flowing into and from the Karuk Tribe of California's Ancestral Territory.

### **Responsibilities:**

1. Shall assist in compilation of water resource management data related to grant proposals that will support the maintenance and enhancement of the quality and quantity of water flowing into and from the Karuk Tribe's Ancestral Territory.
2. Shall collect water quality samples on Tribal water bodies according to Tribal Quality Assurance procedures.
3. Shall clean, calibrate, and maintain water quality instruments.
4. Shall deploy and retrieve continuous water quality samplers.
5. Shall assist in the management of multiple agency water quality data.
6. Shall assist in grant and report writing.

7. Shall help manage research projects and field crews.
8. Shall perform Tribal related GIS and GPS tasks, utilizing such software as ArcView, Excel, Access, and Word to input, display and analyze water quality data.
9. Shall be available for local and out of the area travel as required for job related training and meetings. Shall attend all required meetings and functions as requested.
10. Other job related duties as assigned.

**Qualifications/Requirements:**

1. A Bachelor's Degree in natural resources, water quality, fisheries, or related field. A combination of at least two year's of college level education and at least two years work experience may substitute for the degree.
2. Knowledge of tribal traditions and demonstrated ability to work effectively with Native American people in culturally diverse environments.
3. Knowledge and experience with water quality monitoring, equipment, and data management.
4. Demonstrated ability to work independently and maintain grant-related time schedules.
5. Experience in grant and report writing.
6. Knowledge and experience with Microsoft Office, spreadsheets, database management, and GIS software.
7. Must possess a valid California Drivers License, good driving record, proof of insurance and reliable transportation.
8. Must adhere to confidentiality policy.
9. Must have the ability to manage time, work well under stressful conditions, and work long hours.
10. Must have the ability to establish and maintain harmonious working relationship with other employees and the public.
11. Must successfully pass a pre-employment drug-screening test.

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

**Council Approved:** March 7, 2006

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

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