

JOB ANNOUNCEMENT

POSITION: **Wildlife Biologist/101 Ranch Project Manager**
PROGRAM: **Fish, Wildlife & Parks**
SUPERVISOR: **Fish, Wildlife & Parks Director**
SALARY: **Grade 20 Step:1 \$19.70**
CLASSIFICATION: **Exempt**
LOCATION: **Owyhee, Nevada**

OPENS: August 25, 2020

CLOSES: OPEN UNTIL FILLED

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

All Interview notifications will be made by certified mail. It is your responsibility to notify HR if your mailing address and/or phone number changes.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

Section 5

Section 6 THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-135

SPECIAL CONSIDERATIONS:

This position is subject to initial and random drug testing as well as a thorough background check because of access to confidential Tribal Council projects, financial records and handling of government contracts.

JOB SUMMARY: Under the direct supervision of the Fish, Wildlife & Parks Director, the incumbent will implement long-term mitigation actions on the 101 Ranch in Mountain City, NV. This mitigation property was purchased under Bonneville Power Administration's (BPA) Southern Idaho Wildlife Mitigation (SIWM) Program. This program was developed to mitigate for wildlife habitat losses incurred due to construction of the federal hydroelectric projects within the Middle Snake Province of the Columbia River Basin. The position requires interaction with the Bonneville Power Administration, Northwest Power and Conservation Council (NPCC) staff, SIWM partners and others. This position requires extensive field work during the field season (April – October).

SPECIFIC DUTIES:

1. Plan, develop, and implement long-term wildlife mitigation strategies for fish and wildlife habitat on the 101 Ranch.
2. Periodically develop land management plan for property including advertising for public meetings, preparing for and conducting public meetings, accepting public comment and drafting and editing plan accordingly.
3. Serve as the Tribal point of contact for the 101 Ranch property.
4. Develop job descriptions, interview job applicants, train staff, prepare schedules, complete employee evaluations, and associated personnel related tasks.
5. Supervise seasonal wildlife/range technician and temporary laborers.
6. Provide guidance and develop agreements with agencies, organizations, and private individuals for funding and management of wildlife habitat projects.
7. Prepare and present programs to public and private entities.
8. Prepare and manage budget for the property to including drafting budget with justification of expenditures, entering purchase orders, tracking salaries and expenses and ensuring that program does not exceed budget.
9. Develop project proposals, statements of work, property inventory, contracts and quarterly reports for BPA.
10. Complete annual report with statistical analyses.
11. Develop and update maps and digital databases.
12. Conduct field work including collecting biological data, surveying fences and water developments, conducting native plant, weed, breeding bird and other surveys.
13. Responsible for implementation of weed treatment strategy for the property including recordkeeping, GPSing treated areas, mapping, etc. Conduct on the ground weed treatment activities throughout season.
14. Maintain irrigation system on property to include installation and removal of dams, irrigating parcels, coordinating with Duck Valley Irrigation Project and upstream and downstream water users, etc.
15. Conduct habitat enhancement work including but not limited to bank stabilization projects, riparian plantings, weed treatment, construction and maintenance of fences and infrastructure, etc.
16. Conduct habitat treatment activities to benefit wildlife including implementing native plant seeding, haying, grazing, prescribed burning, etc.
17. Monitor water temperature at established sites on the East Fork Owyhee River and tributaries according to established protocols.
18. Analyze and disseminate database information to department staff and cooperators in written, map and electronic forms for conservation and project planning.
19. Draft and submit grant proposals to implement management plan activities.
20. Conduct public outreach to include maintenance of webpage for property, conducting tours of property, holding meetings/field days at ranch.
21. Work cooperatively with Pole Creek project staff.
22. Other tasks assigned by Fish, Wildlife and Parks Director.

WORKING REQUIREMENTS:

- Must be available to travel within Idaho, Nevada and the Pacific Northwest.
- Requires working independently in the field.
- Exposure to severe weather conditions and fieldwork involving foot travel on uneven ground.
- Requires a flexible work schedule to include early mornings and weekends.
- Requires use of 4-wheel drive vehicles, ATVs, chainsaws, tractors, backhoes, haying equipment, ditchers and generators to accomplish work tasks in field.
- Requires understanding of ranching and farming practices.
- Must have valid driver's license by closing date of job announcement and acceptable driving record

REQUIRED EDUCATION & WORK EXPERIENCE:

1. Bachelor's Degree in Wildlife Resources, Wildlife Management, Natural Resources, or closely related field -OR- professional wildlife research and/or habitat management experience equal to previously described education requirement
2. Experience with developing statements of work, budgets and inventories.
3. Demonstrated success in developing, writing and applying for grants.
4. Demonstrated skill in working on multiple projects and timelines.
5. Must be in good physical condition.
6. Must be able to work in inclement weather conditions.
7. Must be willing to work in the field and on the Reservation during the field season.
8. Experience with Microsoft Excel, Word, PowerPoint applications.
9. Experience with Google Earth Pro mapping products.
10. GPS experience.
11. Must have valid driver's license and good driving record.