

## **JOB ANNOUNCEMENT**

**POSITION:** Cultural Monitor (10) Part-Time, Varied Hours  
**PROGRAM:** Cultural Resources  
**SALARY:** Varies by Contract  
**BUDGET LINE ITEM:** 50-9370-0000-25-7390  
**SUPERVISOR:** Cultural Director  
**CLASSIFICATION:** Non-Exempt  
**LOCATION:** Owyhee, NV

**OPENS:** March 10, 2025

**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 are 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.

**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 suspicion-less (random) drug testing and a background check including fingerprints as a condition of employment.

This individual has access to sensitive Tribal cultural data. This person operates Tribal vehicles and/or equipment in the course of their employment.

These positions are required by the Shoshone-Paiute Tribes to fill these positions with certified individuals, and only with enrolled members of the Shoshone-Paiute Tribes. This specification only applies to this certified Cultural Monitor position due to its unique cultural aspect. It does not apply to other employment offered by the Shoshone-Paiute Tribes.

The position will be exposed to all weather conditions and terrain. The position requires working outdoors and travel to project sites. Work is never guaranteed, and subject to change at a moment's notice. The Cultural Monitor will need to provide their own work gear, meals, and water.

## **BASIC FUNCTION:**

Under the direct supervision of the Cultural Director the incumbent will assist with field surveys, inventories, site recording, excavations, and site condition assessments at various sites throughout Nevada, Idaho, and Oregon.

## **DUTIES:**

1. Will be required to document daily activities while in the field, and report that information to the Cultural Director after each session or rotation.
2. Collect and maintain field data in an organized manner.
3. May assist in Trimble and GPS operation.
4. Will be required to hold a credit card as assigned, drive tribal vehicles, complete simple maintenance tasks on vehicles.
5. Cultural Monitor will observe field surveys, inventories, site recording, excavations, and site condition assessments.
6. Identify cultural materials and sites while working with construction crews and around heavy equipment.
7. Ability to demonstrate proper field work protocols, techniques, and site-specific safety precautions.
8. Ability to walk for long distances over rugged terrain, in a variety of weather conditions.
9. Proven ability to work well with others in harsh weather conditions, maintaining a positive attitude and professionalism

**MINIMUM ACCEPTABLE QUALIFICATIONS:**

1. Must have a High School Diploma or GED.
2. Must possess a Cultural Monitoring Training certificate.
3. Must possess current MSHA certification.
4. Must possess a valid state driver's license.
5. Must be a tribal member of the Shoshone-Paiute Tribes.
6. Must possess excellent organizational, telephone and interpersonal skills.
7. Must possess good oral and written skills-clear, concise, writing preferred.
8. Must be able to demonstrate ongoing efforts to pursue a nonviolent, drug and alcohol-free lifestyle.

**Guidelines:**

The incumbent will comply with all Shoshone-Paiute Tribes Employee Handbook policies; federal, state and local codes and regulations.

**Physical Demands:**

The position requires or may require extensive travel in the two rural and remote counties. A vehicle will be provided, but the incumbent must maintain positive physical abilities to carry out daily activities such as walking, carrying and lifting items, bending over, running, etc. Medical and physical evaluations may be required if trends or negative physical deficiencies are observed.

**Work Environment:**

The work environment will be in various areas depending upon the program activity. An office will be provided, but the incumbent will be expected to work remotely as job duties require.