

JOB ANNOUNCEMENT

Position: **Water Resources Director**
Salary: **\$69,305 - \$88,462 Annually Grade 31-36 DOE**
Department: **Relative Water Rights**
Division: **Tribal Administration**
Classification: **EXEMPT**
Location: **Owyhee, Nevada**

OPENS: August 13, 2019 **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.

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 random drug testing and a background check as a condition of employment. This individual operates Tribal vehicles and equipment on a regular basis. This person comes into close contact with children, seniors, and the general public in the course of delivering service to the community. This individual has access to sensitive Tribal and personal data. This individual works in hazardous environment (machinery, electricity, chemicals).

Position of Director/Job Summary:

The Water Resources Director is responsible for overseeing the administration, use, management and protection of the Shoshone-Paiute Tribes' water resources on the Duck Valley Indian Reservation. The Water Resources Director will be hired by the Shoshone-Paiute Tribes to serve as the Executive and enforcement arm of the Water Code, with authority to administer and enforce the provisions of the Water Code and implementing regulations.

The Water Resources Director will report to the Shoshone-Paiute Tribes Water Resources Board. The Director will work with the Board, the Business Council, and the Tribes' attorneys and consultants on water matters to evaluate, protect, coordinate and manage use of the Tribes' water and water rights. The Director will supervise any staff that may be authorized by the Board with Final approval from the Business Council.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES:

The Water Resources Director must be a qualified water resource manager, with an appropriate background in water resource management, water rights administration, water development, or engineering. Specific knowledge, skills, and abilities include:

1. Thorough knowledge of the principles, techniques, and methods of surface and groundwater hydrology and hydraulics.
2. Project management of consultants relating to water supply, watershed protection, water resources, water quality studies, and capital improvement projects.
3. Ability to make presentations before utility boards, Tribal Council, federal regulatory agencies, professional conferences, and the public.
4. Thorough knowledge of watershed protection strategies, including protection of groundwater resources.
5. Considerable knowledge of the principles and practices of civil engineering as it relates to water resources and water quality projects.
6. General knowledge of the law applicable to tribal reserved water rights and Idaho and Nevada state water rights.
7. Ability to establish and maintain good rapport with the public, private agencies, customers and citizens, tribal officials, and other tribal employees.
8. Ability to perform research and to prepare technical and administrative reports.
9. Ability to communicate clearly, concisely, and effectively, orally and in writing to technical and non-technical audiences.
10. Ability to work independently and to effectively handle multiple projects simultaneously.

11. Ability to learn quickly and adapt to change.
12. Ability to effectively utilize a personal computer and apply it effectively to water resources and utility management including, but not limited to, the use of several of the following programs: Excel or Quattro, Access or Dbase, PowerPoint, Word or WordPerfect, Netscape/Internet Explorer and email and web design software.
13. A proven track record of writing and successfully obtaining Federal and or State grants to augment existing budgets.
14. Willingness to do what is required to get the job done.

MINIMUM QUALIFICATIONS:

1. Bachelor's Degree in Engineering or related field
2. Master's Degree Preferred
3. Five Years' + of progressive leadership
4. Valid Driver's License

**** Experience and Education may be combined to meet minimum qualifications**
