



Red Cliff Band of Lake Superior Chippewa Indians

88455 Pike Road

Bayfield, WI 54814

Phone: 715-779-3700 Fax: 715-779-3704

Email: redcliff@redcliff-nsn.gov

JOB DESCRIPTION

POSITION: Wildlife Technician - **Seasonal**

LOCATION: Red Cliff Treaty Natural Resources Division – Fish Hatchery Office
& USDA Forest Service – Washburn District

WAGE: \$13.50 per hour, 40 hours per week

SUPERVISOR(S): Division Administrator and Hatchery Manager

THIS IS A SEASONAL, NON-EXEMPT POSITION THAT IS PROJECTED TO LAST 6 MONTHS (1040 HOURS)

JOB SUMMARY: The Wildlife Technician will work for the Red Cliff Tribe and in close collaboration with the USDA Forest Service – Washburn District to implement the MOU titled, “Restoration of Sharp-Tailed Grouse, *Aagask*, in Moquah Barrens, Chequamegon-Nicolet National Forest.”

Sharp-Tailed Grouse will be trapped and translocated from Minnesota in April 2018, and the Wildlife Technician will track radio-collared grouse in Wisconsin to record survival and success of translocation efforts. The Wildlife Technician will also be involved in significant habitat restoration work on an ongoing basis to improve historic habitats in the Moquah Barrens for Sharp-Tailed Grouse.

DUTIES AND RESPONSIBILITIES:

1. Be part of tribal/state/federal team to trap sharp-tailed grouse in Minnesota.
2. Track radio-collared birds on a frequent and ongoing basis throughout the field season.
3. Record location coordinates with GPS of mortalities, nesting, observations of birds with brood, and other field notes.
4. Retrieve radio collars of mortalities and discern the cause of mortality, when possible.
5. Keep accurate and detailed records when in the field.
6. Actively participate in ongoing habitat restoration of the Moquah Barrens, including significant brushing and felling to reopen sharp-tailed grouse habitat.
7. Participate in other tribal natural resource projects, as time allows.

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8. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or as deemed necessary by the supervisor.

KNOWLEDGE: Understanding of the life history and habitat requirements of sharp-tailed grouse. Must know how to operate chainsaws and brush saws in a safe and responsible manner.

QUALIFICATIONS:

1. Minimum of high school diploma required.
2. A Bachelor's Degree in Wildlife Ecology or similar field will increase the applicant's competitiveness in the selection process.
3. Previous radio tracking experience is required.
4. Must have a valid driver's license, vehicle and appropriate vehicle coverage and maintain driver's eligibility as a condition of employment. Be eligible to be put on the tribe's vehicle insurance policy. The Wildlife Technician may at times need to drive their personal vehicle to the field site. When use of a personal vehicle is required, the incumbent will be reimbursed mileage at the federal rate.
5. The incumbent must be able to follow oral and written instructions, and to work independently or in small teams responsibly, dependably, and safely.
6. The incumbent should be in good physical condition and have the ability to work long hours and occasional early mornings.

PERSONAL CONTACTS: The incumbent will have frequent contact with Treaty Natural Resources Division staff and Forest Service staff. As a representative of the Tribe, the incumbent will be expected to operate in a professional manner at all times and take direction from project staff with the Forest Service as well.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Primarily a vigorous field oriented position involving extensive exposure to the elements; lifting, bending, and walking under wet and slippery conditions and on uneven terrain. Must be able to bend and lift 50 lbs. The incumbent will most often report directly to Washburn District Forest Service to begin their work day unless otherwise instructed.

TRAVEL REQUIREMENTS: Travel to Minnesota should be expected during beginning of trapping season. Travel from Washburn to Red Cliff will sometimes be required. Use of personal vehicle will be compensated when used during the course of the work day.

BEHAVIOR AND ATTITUDE: The vision, goals and objectives of the Red Cliff Band of Lake Superior Chippewa requires that the employee performs in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of successful job performance. Any Behavior or Attitude that tarnishes the Name or Image of the Red Cliff Band of Lake Superior Chippewa will be subject to immediate disciplinary action up to and including termination.

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Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered

APPLICATION SUBMITTAL REQUIREMENTS: The following items are required for this position:

1. Completed Tribal Application, to include work history and references; available on the tribal website.
2. Tribal Background Investigation Disclosure; available on the tribal website.
3. Cover letter and resume.
4. Post-secondary transcripts or certifications; if applicable.

If all the required documents are not submitted by the deadline, the applicant will not be considered.

This job description is subject to change at employer's discretion, after consultation with the employee.

POSTED:

DEADLINE:

Red Cliff Band of Lake Superior Chippewa

Human Resources Department

88455 Pike Road

Bayfield, WI 54814

www.redcliff-nsn.gov

ashley.poch@redcliff-nsn.gov

diane.cooley@redcliff-nsn.gov

(715) 779-3700 ext. 4268 or 4267

The Red Cliff Tribal Council has a Drug Free Work Place Policy and adheres to the intent of the Drug Free Work Place Act. All new hires are subject to a drug test prior to starting.

ALL APPLICANTS FOR EMPLOYMENT WITH THE RED CLIFF TRIBE ARE SUBJECTED TO THE BACKGROUND INVESTIGATION AND OTHER REQUIREMENTS OF RCCL CHAPTER 43, AND THAT YOU ARE UNDER A CONTINUING OBLIGATION TO SUPPLEMENT THIS APPLICATION FOR EMPLOYMENT WITH INFORMATION CONCERNING ANY CONVICTIONS THAT OCCUR AFTER COMMENCEMENT OF EMPLOYMENT WITH THE TRIBE.

EMPLOYEE BENEFITS PACKAGE

THE EMPLOYEE BENEFITS PACKAGE INCLUDES THE FOLLOWING:

1. A Health Insurance Plan which is through the Federal Employee Health Benefits (FEHB). FEHB is offered for both single and family coverage. Employees considered to be full time status will be required to pay 12% of the premium for the plan selected.
2. The Dental package is through Delta Dental. This benefit is offered at no cost to the employees with single or family medical coverage.

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3. Short Term Disability is offered to all employees at no cost and pays 60 % of weekly pay for a maximum of 90 days if you get sick or injured off the job.
4. Life insurance of \$15,000 is included at no cost to all employees. Spouses are covered at \$7,500.00 and children are prorated. Employees can purchase additional life insurance from the plan provider at their own cost.
5. Profit Sharing Plan with a 401(k) component is offered to employees after one year of work, with a minimum of 1000 hours. The Tribe puts 3% of employee's wages into the Profit Sharing Plan.
6. The Tribe also offers General Leave to Full time employees. Employees will accrue 16 hours of General Leave per month and can accumulate up to 192 hours per year. After 5 years of employment, General Leave goes up to 20 hours per month with a maximum of 240 hours.
7. The Tribe observes a total of 11 paid holidays.