



Resighini Rancheria Job Description

Job Title: Natural Resources Intern

Department: Department of Natural Resources

Reports to: Natural Resources Manager

FLSA Status: Non-Exempt; Seasonal; Part Time

Salary: GS 6/7 (\$20.00-\$27.30/hour)

Position Description: The Natural Resources Intern (Intern) works on a wide variety of environmental projects to support the Resighini Rancheria Department of Natural Resources (NR). This position requires a willingness to learn how to conduct technical, scientific, and educational activities in both field and office settings. Examples of projects the Intern may assist with include Indigenous Knowledge and environmental data collection; monitoring activities related to subsistence, ceremonial and culturally important marine, fisheries, and wildlife species and habitats; human and environmental health work including water quality monitoring, solid waste management, cleanup and waste reduction; environmental education and outreach; plant restoration work; and Tribal efforts to address the impacts of climate change on Tribal citizens and ancestral territory.

Work schedule. This is a part-time, seasonal position. The intern will be scheduled for a minimum of 30 hours per week for approximately 8 weeks (June through September).

ESSENTIAL DUTIES AND RESPONSIBILITIES: Under the guidance and direction of the Natural Resources Manager or designee, the Intern will assist with various fieldwork and office tasks related to natural and cultural resource management activities. These may include:

- Collecting marine, fisheries, and wildlife species and habitat data.
- Collecting data for wetlands, terrestrial, and water quality monitoring programs.
- Recording Indigenous Traditional Knowledge of resources throughout Yurok ancestral territory.
- Collecting and recording data related to solid waste management and recycling programs.
- Monitoring environmental violations on Tribal Lands, including illegal dumping.
- Attending biweekly NR staff meetings.
- Participating in other meetings, workshops, and trainings, as required.
- Other duties as assigned.

SUPERVISORY RESPONSIBILITIES: This position has no supervisory responsibilities.

MINIMUM JOB QUALIFICATIONS: To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required for success. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must have the ability to collect and monitor data, or a strong desire to learn such skills.
- Must have the ability to hike up to several miles in loose sand, lift and/or move equipment up to 50 pounds, work in inclement weather, and safely conduct themselves in remote settings.
- Must have the ability to communicate clearly, both orally and in writing.



Resighini Rancheria Job Description

- Must have the ability to read, analyze, and interpret general written information and safety materials.
- Must be both a team player and be able to work independently and be flexible to adapt to changing circumstances.
- Must possess the ability and desire to work with the Resighini Rancheria tribal community.
- Must have basic computer skills.
- Must be able to travel to the Tribal office in Klamath, CA as scheduled.

EDUCATIONAL REQUIREMENTS

- On-the-job training is provided for this position.

PREFERRED JOB QUALIFICATIONS:

- Knowledge of Yurok culture and language.
- Desire to learn about Natural Resources issues.
- Knowledge of data collection as it relates to culturally important species and habitats.
- Valid Driver's License.

CONDITIONS OF EMPLOYMENT:

- Intern is expected to report in person to the Tribal office in Klamath, CA on assigned work days.
- Intern must be willing and able to occasionally work outside of normal business hours for data collection and monitoring purposes.
- Intern must be able to reliably receive and respond to communication via phone and/or email.
- Must be able to hike in rugged and remote areas and must occasionally lift and/or carry up to 50 pounds.
- Position is approximately from June through September, although this is subject to variation.
- All applicants are subject to the Tribe's Substance Misuse Policies and Procedures, including pre-employment screening.
- Preference will be given to qualified Native American Indian applicants subject to the Tribe's Human Resources Policies and Procedures.
- All applicants will acknowledge and abide by all Resighini Rancheria personnel and other policies and procedures.

By signing, I acknowledge receiving a copy of this job description and I understand the content and expectations of the position.

Applicant

Date

Executive Director

Date