

~ JANUARY 4, 2021 ~



NEZ PERCE TRIBE

JOB OPENINGS

NOTICE

To help lessen the spread of the coronavirus, the Human Resource Department is staffed at less than full capacity. We strongly encourage clients and/or community members to contact us by phone or email. This decision has been made to follow social distancing recommendations. We ask that in-person visits only take place to deal with essential business needs until the emergency declaration is lifted, as our main door will generally be locked. Please bear with us during this difficult time, and plan ahead as much as possible as certain processing times may be delayed.

To Applicants: To prevent the progression and spread of the novel coronavirus, the Human Resource Department encourages potential candidates to submit applications electronically to teamhr@nezperce.org. We also have a drop box available which is located on our office door.

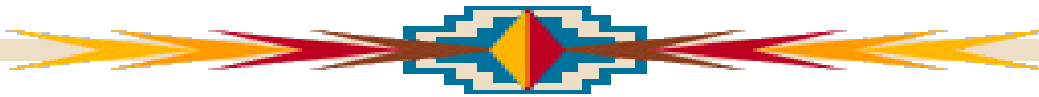
Staff should be contacted by phone or email until further notice at (208) 843-7332 or teamhr@nezperce.org. Thank you for your understanding.

ACTIVE JOB SEEKERS LIST

In addition to our internal and external job opportunities, there are occasional temporary appointments. If you are interested in joining our active job seekers, please submit a completed Nez Perce Tribe application with a current driver's license record (DLR). Active job seekers will be screened accordingly and referred to temporary appointments based on education, qualifications and experience. Tribal/Indian preference applies. Certain positions may require a valid driver's license with ability to be insurable under the Tribe's policy.

Open only to qualified IN HOUSE applicants for the following positions:

In compliance with the Human Resource Manual 2.2.4: All vacancies will be advertised "IN HOUSE" for all employees and Tribal members for a minimum of two weeks. Should a qualified RIF'ED employee apply, they will be given preference per the Nez Perce Tribe HRM 4.10.

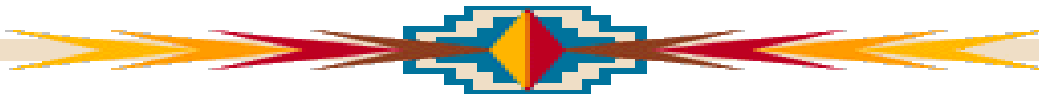


The Nez Perce Tribe Senior Citizen Program is recruiting for: **BUS/VAN DRIVER [HR-18-104] (Kamiah)** part-time (29 hours or less per week). To transport senior citizens to and from activities, to and from grocery store, to post-office and appointments. Responsible for the delivery of meals on a daily basis. Works according to Vehicle Use and Maintenance Manual and other policies that apply. Position is under the supervision of the Senior Citizen Coordinator. Requires High School Diploma/GED, or specialized vocational training. Requires six (6) months bus/van operation. Must successfully pass an extensive background check upon hire. Requires a valid driver's license with the ability to be insured under the Tribes policy. Requires a Commercial Driver's License within six (6) months of employment. Class description available at the NPT Human Resources Department. Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 7)**

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **(1) BUS OPERATOR [HR-18-119] (On-Call/Kamiah)**. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 12)**

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **(2) BUS OPERATORS [HR-18-120] (On-Call/Lapwai)**. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 12)**

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) [HR-18-187]** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty-one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical



evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (LATERAL) [HR-19-185]** full-time. To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Prefer to be willing to reside within the boundaries of the Nez Perce Reservation or resides within a thirty (30) mile radius of assigned workplace and responds from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a High School Diploma/GED or equivalent and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in Law Enforcement or a closely related field. Requires proof of U.S. citizenship. Lateral entry officer must be at least twenty-one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Requires at least two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. Class description available at the NPT Human Resources Department. NPT Police Department application forms are available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) from the state(s) where you have been licensed to drive within the last three years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK [HR-19-189] (Full-Time/Lapwai).** To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing and inventory, food demonstration, and ability to communicate effectively and teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)



The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-101]** full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-102]** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE [HR-20-104]** part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Responsible for legal decision-making, application of relevant law to facts to reach conclusions, for training, planning, fiscal management, policy, and reporting. Works within broad policy and organizational guidelines; independently plans and implements projects; reports progress of major activities through periodic conferences and meeting. Supervised by the Chief Judge. Requires State Bar membership in good standing. Requires a Law (Juris Doctor) degree. Requires at two (2) years' litigation experience, with litigation experience in a tribal court preferred. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 27)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) [HR-20-123] (Full-Time/Lapwai)** August through May (nine (9) months), thirty-two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light



work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV [HR-20-138]** full-time regular. The Nez Perce Tribe Utilities Program operates and maintains three (3) water systems (North Lapwai, South Lapwai, and Kamiah), a MBR wastewater treatment plant which serves the Lapwai Valley and a sewer system in Kamiah which serves two (2) Nez Perce Tribe housing developments. Requires six (6) years of relevant experience, wastewater operator certification at a Level II, and a laboratory background. And the ability to attain a Level III within one (1) year of hire. Secondary certification in water operation desired; not required. Must maintain 6CEU's per year to maintain certification. Requires six (6) years' experience to project needs. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HANFORD LONG TERM STEWARDSHIP COORDINATOR [HR-20-146]** full-time regular. The position will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires a Bachelor's degree or Master's degree or PhD in Natural Resource, Environmental Science, Nuclear Science, Soils or a closely related field. Requires 8-years professional experience with Bachelor's or 5-years professional experience with Master's, or 2-years professional experience with PhD. Experience must be at a professional level. Requires three (3) year supervisory. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large-scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT [HR-20-156] (Full-Time/Kamiah)** August through May, 30-32hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate

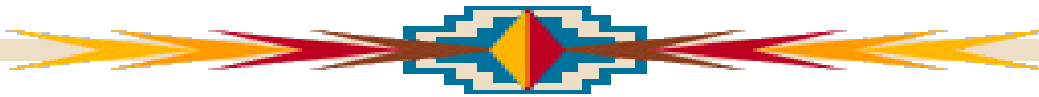


in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Early Childhood Development is recruiting for: **EARLY HEAD START TEACHER(S) [HR-20-167] (Full-Time/Kamiah)** August through May (nine (9) months), forty (40) hours per week, Monday through Friday. To guide and assist in the classroom activities. Responsible for planning, implementing and evaluating educational activities in compliance with the Head Start Performance Standards. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Must obtain CPR, First Aid Certification and Food Handler's card within for forty five (45) days from date of employment. Requires high school diploma/GED and CDA certification; or three (3) college credits in early childhood education with requirement that incumbent shall obtain CDA certification within four (4) months of hire. Requires previous experience working with children 0-5 years of age. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

The Nez Perce Tribe Social Service/ TANF (Temporary Assistance for Needy Families) Program is recruiting for: **CASE ASSISTANT [HR-20-176] (Full-Time/Lapwai)**. To assist with providing administrative and clerical support and case management to the assigned department. The Case Assistant will be responsible for answering telephones, fielding questions from the public, scheduling appointments and creating and maintaining files. Responsible for general reception duties, records management, and data processing under general supervision. Perform varied technical work in determining eligibility of applicants and continuous eligibility of recipients through interactive interviewing, verification, research and recommendation for new and on-going clients. Assists Director in routine and complex office work. Requires an Associate's degree in social services, human services, behavioral sciences or a closely related field. Three (3) years of related experience is equivalent to one (1) year of college. Requires one (1) year work experience in computer desktop applications, office management and working in a customer focused environment assisting clients, staff, and the general public. Experience working in a Native American community and low income families with knowledge of and experience in compliance with organizational policies established procedures, regulatory requirements, and state and federal programs preferred. Highly organized and attention to detail with strong oral and written communications skills. Positive employment history and demonstrated team work. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 14)

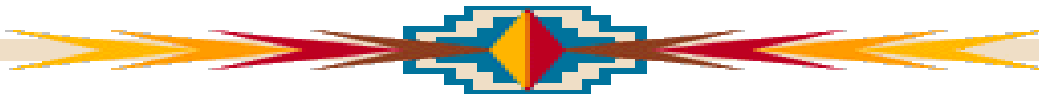
The Nez Perce Tribe Department of Education/Mam'asnim Hit'eemenwees is recruiting for: **HEALTH & SAFETY SPECIALIST [HR-20-179] (Full-Time/Lapwai)**. This position is responsible for the Health, Nutrition, and Safety Components as provided in the Head Start Performance Standards and in accordance with Tribal and federal guidelines. Responsible for the coordination of health, nutrition, and safety services to children and families enrolled in the program. Acts as liaison working with local health providers and community agencies. Will work closely with



the program's health, nutrition, and safety consultants, and coordinates with division staff, teacher, and parents in the areas of child health, nutrition, and safety. Responsible for coordinating training in the areas of child health, nutrition and safety, to include staff health and safety. Responsible for monitoring and compliance with the Head Start Performance Standards in the areas of health, safety, and nutrition and the USDA CACFP. The position supervises the Food Service Division and staff and is under the direct supervision of the Program Director. Requires a Bachelor's degree in public health, nursing, health education, maternal and child health or health administration or related health/human services field. Requires one (1) year experience in public health, nursing, health education, maternal and child health or health administration or related health//human service field; prefer health experience in birth to five (5) years of age. Requires one (1) year supervisory experience. Experience working with culturally diverse and low-income families. Demonstrated leadership ability in designing training programs. Must possess and demonstrate excellent public communication skills, public relation and organization skills. Must obtain certification as First Aid, CRP/AED Instructor within first (1) year from date of employment. Must obtain first Aid, CPR/AED Certification within ninety (90) days from date of employment. Must obtain Food Handlers certification within ninety (90) days from date of employment. Requires criminal background check or fingerprint check, physical exam, TB test. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Administration Department is recruiting for: **TEWEEPUU COMMUNITY CENTER AIDE [HR-20-180] (Full-Time/Orofino)**. To assist and provide support in the operation of the community center and activities; may require evening, weekend and/or holiday work hours as applicable. Responsible for general administrative task support and maintenance. Requires High School Diploma/GED, or specialized vocational training in closely related field. Requires over six (6) months experience. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 6)

The Nez Perce Tribe Social Services - 'ÚUYIT KIMTI (New Beginnings) is recruiting for: **ADVOCATE OF SAFETY & WELLNESS [HR-20-185] (Full-Time/Kamiah)**. To provide direct services, advocacy, and support for American Indian Victims of Crime on the Nez Perce Reservation. This position is under the direct supervision of the 'Úuyit Kímti Director and will collaborate with providers as listed on the Wellness Model and Services Instrument supporting Victim Center, culturally responsive and trauma informed care for victims of crime. Areas of crime that this project and class will serve include: homicide, family violence, gang violence, youth violence, human trafficking, sexual assault, domestic violence, battery and assault, identity theft, hate crimes, and drug endangered children, children witnessing domestic violence in their home. Requires Associates degree or two (2) years of college completed in related field of criminal justice, social services, social work or three (3) years of work-related experience in prosecution/victim advocacy in domestic violence cases and/or tribal prosecutor's office experience substitutes for one (1) year of college. Requires two (2) years successful work experience in Social Work, Law enforcement, a Prosecutor's Office, Court or closely-related program. Must have familiarity with law enforcement, prosecutorial, and judicial processes and of local social service agencies and resources. Must be experienced in working with American Indian families and demonstrate successful advocacy and work experience in this field. Must have a positive work history, upstanding character and demonstrate compassion for community and wellness. Requires a background check to be completed within thirty (30) days of hire. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 13)



Re-Advertised: The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **HEALTH & SAFETY ASSISTANT [HR-20-169] (Full-time/Lapwai)**. To provide the Health & Safety Specialist administrative and technical support in the area of health, facilities, materials, equipment, and nutrition to ensure program compliance with Head Start Performance Standards. This will include maintenance and monitoring of program policies and procedures, recordkeeping and other duties as assigned. Requires one (1) year of college/technical training education or higher or CAN coursework. AA/AAS degree in ECE or health related field preferred. Must obtain First Aide/CPR (to include infant/child), food handler's certificate within three (3) months from date of hire; Complete Health Services credential within one (1) year of hire. Experience working with low-income parents/families, Tribal communities and programs, and other community agencies preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 9)

Re-Advertised: The Nez Perce Human Resources Department is recruiting for: **BENEFITS TECHNICIAN [HR-20-181] (Full-time/Lapwai)**. The primary responsibility of the position is to assist the Human Resources Generalist and coordinate Tribal employee benefits; to include but no limited to, retirement plan, group health/medical insurance plans, life insurance, and other benefits. Requires to provide employee orientation for the purpose of education, explaining, and interpreting benefits. Responsible to maintain benefits records, management data systems and files. The position is supervised by the Human Resources Generalist. Requires an Associates degree or vocational technical degree. Three (3) years' experience will substitute for one (1) year of formal education. Must be able to pass a background check. Requires one (1) year experience in employee benefits administration; Tribal government preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 1/15/21.** (Grade 13)

The Nez Perce Tribe Department of Transportation is recruiting for: **ROAD MAINTENANCE TECHNICIAN [HR-20-188] (Full-time/Lapwai)** 80% field work and 20% office related work. Responsible in assisting the Road Maintenance Supervisor in maintaining the Tribal and BIA road system with a set budget; required to work in all weather conditions, under hazardous conditions, on obstructed roads and congested highways, in considerable noise, around operating equipment, and with hazardous materials. Requires a High School Diploma/GED. Minimum of six (6) months of working experience in road maintenance or road construction. Requires Flagging Card. Must be at least 21 (twenty-one) years of age. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 1/11/21.** (Grade 12)

The Nez Perce Tribe Police Department is recruiting for: **ASSISTANT CIVIL OFFICER [HR-21-100] (Full-time/lapwai)**. Provide administrative and clerical support to the Nez Perce Tribe Law Enforcement Program. Responsibilities include; answering telephones, receiving the public, providing customer assistance, data processing, record-keeping, requisition/purchase order logs, picking up/distributing mail, inventory of office supplies, and other routine office tasks. Will do community outreach operation, planning, and civil processes. The class is a sworn officer due to the confidentiality of issues/matters that are dealt with on a daily basis. This position is supervised by the Administrative Civil Officer. Requires a high school diploma/GED. Requires proof of U.S. citizenship and proof of being at least eighteen (18) years of age at time of appointment. Requires six (6) months experience



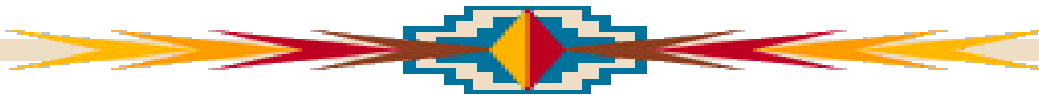
in an office setting. Some college preferred. Applicant must pass a background check, psych evaluation and polygraph due to being a sworn officer. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 1/15/21.** (Grade 9)

Open to ALL qualified (General Public) for the following positions:

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) [HR-18-187]** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty-one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK [HR-19-189] (Full-Time/Lapwai).** To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing and inventory, food demonstration, and ability to communicate effectively and teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)

The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-101]** full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance



with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-102]** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE [HR-20-104]** part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Responsible for legal decision-making, application of relevant law to facts to reach conclusions, for training, planning, fiscal management, policy, and reporting. Works within broad policy and organizational guidelines; independently plans and implements projects; reports progress of major activities through periodic conferences and meeting. Supervised by the Chief Judge. Requires State Bar membership in good standing. Requires a Law (Juris Doctor) degree. Requires at two (2) years' litigation experience, with litigation experience in a tribal court preferred. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 27)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) [HR-20-123] (Full-Time/Lapwai)** August through May (nine (9) months), thirty-two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson

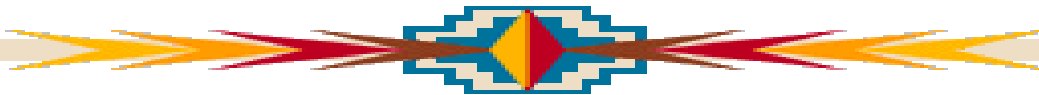


plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV [HR-20-138]** full-time regular. The Nez Perce Tribe Utilities Program operates and maintains three (3) water systems (North Lapwai, South Lapwai, and Kamiah), a MBR wastewater treatment plant which serves the Lapwai Valley and a sewer system in Kamiah which serves two (2) Nez Perce Tribe housing developments. Requires six (6) years of relevant experience, wastewater operator certification at a Level II, and a laboratory background. And the ability to attain a Level III within one (1) year of hire. Secondary certification in water operation desired; not required. Must maintain 6CEU's per year to maintain certification. Requires six (6) years' experience to project needs. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HANFORD LONG TERM STEWARDSHIP COORDINATOR [HR-20-146]** full-time regular. The position will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires a Bachelor's degree or Master's degree or PhD in Natural Resource, Environmental Science, Nuclear Science, Soils or a closely related field. Requires 8-years professional experience with Bachelor's or 5-years professional experience with Master's, or 2-years professional experience with PhD. Experience must be at a professional level. Requires three (3) year supervisory. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large-scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT HR-20-156 (Full-Time/Kamiah)** August through May, 30-32hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background

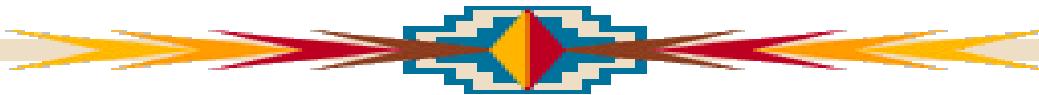


check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Early Childhood Development is recruiting for: **EARLY HEAD START TEACHER(S) [HR-20-167] (Full-Time/Kamiah)** August through May (nine (9) months), forty (40) hours per week, Monday through Friday. To guide and assist in the classroom activities. Responsible for planning, implementing and evaluating educational activities in compliance with the Head Start Performance Standards. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Must obtain CPR, First Aid Certification and Food Handler's card within for forty-five (45) days from date of employment. Requires high school diploma/GED and CDA certification; or three (3) college credits in early childhood education with requirement that incumbent shall obtain CDA certification within four (4) months of hire. Requires previous experience working with children 0-5 years of age. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

The Nez Perce Tribe Department of Education/Mam'asnim Hit'eemenwees is recruiting for: **HEALTH & SAFETY SPECIALIST [HR-20-179] (Full-Time/Lapwai).** This position is responsible for the Health, Nutrition, and Safety Components as provided in the Head Start Performance Standards and in accordance with Tribal and federal guidelines. Responsible for the coordination of health, nutrition, and safety services to children and families enrolled in the program. Acts as liaison working with local health providers and community agencies. Will work closely with the program's health, nutrition, and safety consultants, and coordinates with division staff, teacher, and parents in the areas of child health, nutrition, and safety. Responsible for coordinating training in the areas of child health, nutrition and safety, to include staff health and safety. Responsible for monitoring and compliance with the Head Start Performance Standards in the areas of health, safety, and nutrition and the USDA CACFP. The position supervises the Food Service Division and staff and is under the direct supervision of the Program Director. Requires a Bachelor's degree in public health, nursing, health education, maternal and child health or health administration or related health/human services field. Requires one (1) year experience in public health, nursing, health education, maternal and child health or health administration or related health//human service field; prefer health experience in birth to five (5) years of age. Requires one (1) year supervisory experience. Experience working with culturally diverse and low-income families. Demonstrated leadership ability in designing training programs. Must possess and demonstrate excellent public communication skills, public relation and organization skills. Must obtain certification as First Aid, CRP/AED Instructor within first (1) year from date of employment. Must obtain first Aid, CPR/AED Certification within ninety (90) days from date of employment. Must obtain Food Handlers certification within ninety (90) days from date of employment. Requires criminal background check or fingerprint check, physical exam, TB test. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Administration Department is recruiting for: **TEWEEPUU COMMUNITY CENTER AIDE [HR-20-180] (Full-Time/Orofino).** To assist and provide support in the operation of the community center and activities; may require evening, weekend and/or holiday work hours as applicable. Responsible for general administrative task support and maintenance. Requires High School Diploma/GED, or specialized vocational training in closely related field. Requires over six (6) months experience. Class description available at the NPT Human Resources



Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 6)

The Nez Perce Tribe Social Services - 'ÚUYIT KIMTI (New Beginnings) is recruiting for: **ADVOCATE OF SAFETY & WELLNESS [HR-20-185] (Full-Time/Kamiah).** To provide direct services, advocacy, and support for American Indian Victims of Crime on the Nez Perce Reservation. This position is under the direct supervision of the 'Úuyit Kimti Director and will collaborate with providers as listed on the Wellness Model and Services Instrument supporting Victim Center, culturally responsive and trauma informed care for victims of crime. Areas of crime that this project and class will serve include: homicide, family violence, gang violence, youth violence, human trafficking, sexual assault, domestic violence, battery and assault, identity theft, hate crimes, and drug endangered children, children witnessing domestic violence in their home. Requires Associates degree or two (2) years of college completed in related field of criminal justice, social services, social work or three (3) years of work-related experience in prosecution/victim advocacy in domestic violence cases and/or tribal prosecutor's office experience substitutes for one (1) year of college. Requires two (2) years successful work experience in Social Work, Law enforcement, a Prosecutor's Office, Court or closely-related program. Must have familiarity with law enforcement, prosecutorial, and judicial processes and of local social service agencies and resources. Must be experienced in working with American Indian families and demonstrate successful advocacy and work experience in this field. Must have a positive work history, upstanding character and demonstrate compassion for community and wellness. Requires a background check to be completed within thirty (30) days of hire. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 13)

To apply: Recruitments for *Entry Level Positions (Grade 15 and below)* will require a completed Tribal application only. Recruitments for *Professional Positions (Grade 16 and above)* will require a completed Tribal application and resume. **Please submit one application per position:**

Nez Perce Tribe Human Resources Office
ATTN: **Job Name & No.**
P.O. Box 365
Lapwai, Idaho, 83540
Phone (208) 843-7332 Fax (208) 843-7414

LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED. *Tribal Preference applies.*
www.nezperce.org

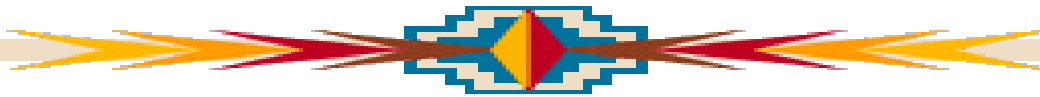
OTHER EMPLOYMENT OPPORTUNITIES:

- **NOTICE OF VACANCY:** The Nez Perce Tribal Executive Committee is seeking letters of interest from individuals interested in serving a three (3) year term on the Nez Perce Tribe Gaming Commission. The individual appointed will serve beginning January 8, 2021 through December 31, 2024. A copy of the Powers and Duties of the Gaming Commission is available at the NPTEC Support Staff Office. **Please submit**



a complete letter of interest to Marie Baheza, NPTEC Executive Assistant, by close of business on January 5, 2021. Letters received after the close of business on January 5, 2021 will not be considered.

- **NOTICE OF VACANCY: The Nez Perce Tribal Housing Authority (NPTHA) is seeking letters of interest from Nez Perce Tribal members interested in filling a vacant position on the NPTHA Board of Commissioners.** Board members are required to reside within the 1855 reservation boundaries and be in good standing with NPTHA. The remaining term expires September 2023. The NPTHA BOC meet once a month on the third Monday at 5:30 pm. and rotates location between Lapwai, Kamiah, and Orofino. For more information on roles and responsibilities call or email Laurie Ann Cloud, Executive Director at (208) 843-2229; lauriec@nezperce.org. Please send letter of interest to the attention of: Laurie Ann Cloud, Executive Director, P.O. Box 188, Lapwai, ID 83540 or email to lauriec@nezperce.org, or deliver to the NPTHA office at 111 Veteran's Drive, Lapwai, ID. **Letters will be accepted until 4:00 pm. on Wednesday, January 6, 2021.**
- **Columbia River Inter-Tribal Fish Commission (CRITFC) is recruiting for: Inter-Tribal Monitoring Data Project Coordinator, and an Administrative Contract Specialist.** **Inter-Tribal Monitoring Data Project Coordinator:** To lead the Inter-Tribal Monitoring Data Project (ITMD). The ITMD Project is a Columbia Basin Fish Accords project that supports fisheries and habitat data management at the Nez Perce Tribe, Confederated Tribes of the Umatilla Indian Reservation, Confederated Tribes and Bands of the Yakama Nation, and Confederated Tribes of the Warm Springs Reservation of Oregon. The ITMD Project is focused on three primary goals: Inter-tribal Coordination: Identify and promote opportunities for inter-tribal collaboration in implementing tribal data management strategies, policies, standards, practices, software and technology and assist tribal partners to build capacity to share metrics (or data) with regional partners. Data Management Services: Support data management services at tribal fishery programs and within CRITFC, which includes: a) partial support for tribal data stewards; b) partial support for developing and supporting central data management systems; and c) partial support for professional development and training. Regional Coordination: Serve as the CRITFC point of contact and tribal advocate in regional data management coordination processes, forums, meetings, and summarize that information to tribal partners. **Closing date 1/15/21.** **Administrative Contract Specialist:** The FSCI Administrative Contract Specialist is responsible for drafting and updating department budgets, indirect costs proposals, project contracts and subcontracts, purchase order requests, expenditures, and organizing FSCI files. The incumbent will provide both administrative and contract support to the FSCI Department Manager and Project Leaders within the Department. Incumbent assists all FSCI staff to understand and comply with CRITFC financial and operational policies. A large part of each day is spent working closely with the CRITFC Finance Department and providing administrative support/guidance to FSCI staff. It is essential the incumbent is a self-starter, can communicate clearly and effectively, and establish strong positive collaborative working relationships within and outside the FSCI Department. **Closing date 2/12/21.** For more information and how apply for recruitments contact Lorilee Morsette, HR Manager at (503) 238-0667 or email hr@critfc.org.
- **The U.S. Fish & Wildlife Service (USFWS) is recruiting for the Director's Fellowship Program (DFP).** The DFP is an 11-week summer fellowship program and is a great way for students to gain experience working with the USFWS and the fellowship often confers non-competitive hiring status in the USFWS once the student has received their degree. The DFP program is open to undergraduate and graduate students in the last year of their program or have recently graduated. There is a wide range of project focal areas and applicants can apply to multiple projects. For more information and how to apply go to www.fws.gov/refuge/san_luis/dfp_application.html. **Closing date 1/15/21.**

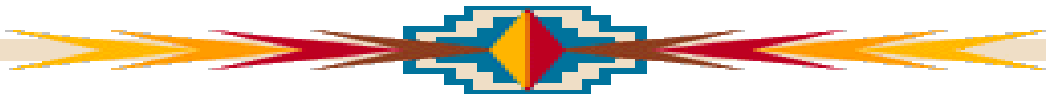


- **U.S. Department of Interior is recruiting for: Three (3) Biological Sciences Technician/Field Assistant.** This is a temporary excepted service position not-to-exceed 1 year but may be extended up to a maximum of 2 years without further competition. Location is Clarkston, WA. Employment may not exceed 180 working days in a service year. All qualified applicants, with or without Federal status may apply and be considered. For further information and how to apply call Ken Tiffan at (509) 538-2299 or email at ktiffan@usgs.gov. **Closing date 2/15/21.**
- **The Nez Perce Tribal Housing Authority (NPTHA) is recruiting for: Finance & Operations Manager.** Seeking an experienced Finance & Operations Manager to administer and manage all aspects of accounting and general operations. Full time w/excellent benefits. Bachelor degree in Business or Accounting; 5 yrs. experience as full charge bookkeeper; or Associate degree w/five years full charge bookkeeping in Indian Housing Program; 3 yrs. supervisory, preferably property management or construction related. Direct experience in public/Indian housing accounting, banking, financing, audit preparation is desirable. Applicant must possess excellent verbal and written communication skills, knowledge of human resource requirements, financial reporting, proficiency in financial software applications, and procurement practices. Salary - DOQ, Indian preference will apply, **Open until Filled.** send NPTHA job application and 3 work related references to: Executive Director, Nez Perce Tribal Housing Authority, P. O. Box 188, Lapwai, ID 83540. Or email lauriec@nezperce.org For more information please call 208 843-2229.
- **Lapwai School District is recruiting for: High School Girls Basketball C Squad Coach, Guidance Service Specialist, Home School Liaison, and substitutes for all positions.** Applications can be found on the website www.lapwai.org, or contact Connie Desjarlais at the District Office: (208) 843-2622 at ext. 201. **Positions are open until filled.**
- **AVISTA is recruiting for: Accounting Analyst, Customer Project Coordinator, Network Engineer (Outside Plant), Network Engineer (Temporary, up to 18 months), Network Engineer II, Internal Control Analyst, Garage Serviceman, Physical Security Program Manager, Business Continuity Coordinator, Journeyman Garage, and an Oracle EBS Developer.** For more information and how to apply go to www.myavista.com/about-us/working-at-avista. **Closing dates vary with positions and locations.**
- **Confederated Tribes of the Umatilla Indian Reservation is recruiting for: Executive Director, COVID-19 Screeners (4 positions), Youth Services Manager, Surveillance Operator, Web Programmer II, Early Educator, Equipment Operator I. Computer Helpdesk Tech. I, Tribal Set-Aside Project Leader, and a Public Transit Bus Driver.** To view positions and how to apply go to <https://ctuir.org>. **Closing dates vary with positions.**
- **Couple of great websites to look for employment in your area (On-going).** Idaho Department of Labor: <https://labor.idaho.gov/dnn/JobSeekers.aspx>, and indeed.com at www.indeed.com.

Attention KIYE Listeners!!

KIYE has two radio personality positions open. Anyone can submit a proposal then will be reviewed & approved by the KIYE Community Advisory Board to broadcast basketball games.

- The pay is \$75.00 per week and equipment is available to do the remote broadcasts.



- Must be ALL school districts in Reservation boundaries.
- The requirements are that there be an individual at the game and one in the studio in Kamiah to operate the board/studio equipment. Must be able to produce a show and keep the banter/conversation going (no silence).
- Must stay mutual between teams.
- Training is required. There are specific FCC rules and regulations we must adhere to stay in compliance. Training provided at studio.
- No mileage or travel is paid.
- Anyone is able to submit a request to become a personality.
- All broadcasts must fit within our regularly scheduled national broadcasts that meet our grant obligations.

All proposals must be sent to kiye@nezperce.org and for any questions feel free to contact Daniel Spaulding by phone (208)621-4715 or (208)791-7934 or email daniels@nezperce.org.