

~ APRIL 26, 2021 ~



# NEZ PERCE TRIBE

## JOB OPENINGS

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### 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](mailto: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](mailto:teamhr@nezperce.org). Thank you for your understanding.

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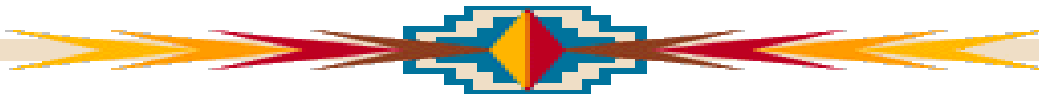
### ACTIVE JOB SEEKERS LIST

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.

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***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)

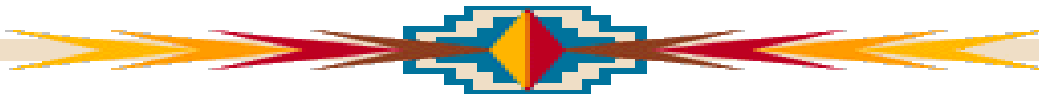
The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK [HR-19-189] (Full-Time/Lapwai)**. To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with Tribal, federal, 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-20-102]** 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 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)

**Re-Advertise:** The Nez Perce Tribe Water Resources Division is recruiting for: **WATER RIGHTS PROGRAM COORDINATOR [HR-21-114] (Full-Time/Lapwai)** To administer the Tribe's water rights by performing tasks such as developing and issuing permits and monitoring compliance; conducting field investigations to measure quantity of surface and ground water diversions; inventorying existing water rights and uses and creating a geospatial database; installing and maintaining streamflow gaging stations and measuring in-stream flow rates; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's



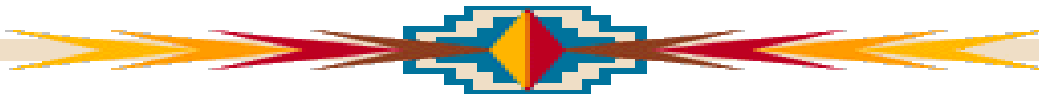


degree in hydrology, engineering, biology, environmental science, or related physical or biological science field (M.S. preferred). Requires three (3) years related professional experience or one (1) year professional experience with Master's degree (experience must be at the professional level). Minimum one (1) year supervisory experience required. A successful candidate will have working knowledge of algebra, geometry and trigonometry, experience determining a system's water diversion and conveyance capacity, experience using GIS, and be able to apply Tribal, federal, and state regulations and laws pertaining to water appropriation and/or use in a professional setting. Please include cover letter/resume elaborating on qualifications and interest, plus three letters of references. [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 19)

**Re-Advertise:** The Nez Perce Tribe Water Resources Division is recruiting for: **BROWNFIELDS TRIBAL RESPONSE PROGRAM COORDINATOR [HR-21-116] (Full-time/Lapwai)** To manage and complete deliverables on multiple grants, including tasks such as conducting and overseeing environmental site assessments; data collection, analysis, and management; contract creation and supervision of subcontractors; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's degree in geology, hydrology, engineering, chemistry, environmental science, or related physical or biological science field (M.S. preferred). Requires three (3) years related professional experience or one (1) year professional experience with Master's degree (experience must be at the professional level). Minimum one (1) year supervisory experience required. A successful candidate will have knowledge and experience with experimental study design, statistical analysis techniques, and environmental site assessments and remediation of contaminated properties. [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 19)

The Nez Perce Tribe Dept. of Child Support Enforcement Program (CSEP) is recruiting for: **PROSECUTOR/ ATTORNEY [HR-21-121] (Lapwai)** This is a part-time position 30 hours per week. To provide civil attorney and prosecution services for the Child Support Enforcement Program. Represent the Nez Perce Tribe in Child Support Enforcement and juvenile cases before the Nez Perce Tribal Court, including but not limited to case review, trial preparation, legal research and witness interviews. Prosecute and enforce Tribal Child Support Enforcement civil regulatory law, both as contained in the Nez Perce Tribal Code; and orders of the Tribal Court. Coordinate prosecutorial efforts with Child Support Enforcement Program, Social Service programs, law enforcement agencies and other prosecutor's offices. Requires a Juris Doctorate or Bachelor of Law (LLB) degree from an accredited law school (please submit copy). Requires active membership in a state bar association in good standing. Requires one (1) year experience in prosecution or criminal defense. Experience with child support enforcement preferred. Experience with basic federal Indian laws especially as it relates to sovereignty and child and families. [Class description available at the 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 20)

**Re-Advertise:** The Nez Perce Tribe Department of Social Services/Children's Home is recruiting for: **RESIDENT MENTOR [HR-21-124] (Full-time/Lapwai)** To provide a safe, accountable and consistent environment at all times, by being responsible for all immediate care duties to children ages birth-17 referred to the Children's Home. Works according to procedures, including daily written reporting, complying with finance procedures and performing daily activities and tasks to assist client with social, emotional, and physical growth. Complying with the



procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high levels needs of clientele served. Requires strict confidentiality, and candidate must demonstrate a healthy lifestyle within the community. This position is under the immediate supervision of the Children's Home Coordinator. Requires a High School Diploma/GED. One (1) year of experience dealing with children in group environments is required. Ability to complete CPR/First Aide certification within thirty (30) days of hire, and Food Handlers certification with thirty (30) days of hire. Complete on-going-in-service training within ninety (90) days of hire. Must be drug free and free from physical conditions which might adversely affect performance as a child care provider in a twenty-four (24) hour seven (7) days a week facility. Required to submit to periodic or directed drug and/or alcohol testing. Must be able to pass a criminal background investigation prior to employment or within fifteen (15) day 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 10)

The Nez Perce Tribe Dept. of Education, Vocational Rehabilitation is recruiting for: **OFFICE SPECIALIST II [HR-21-131] (Full-time/Lapwai)** The purpose of the class is to provide general clerical support of the Nez Perce Tribe Vocational Rehabilitation Services program (NPTVRS). Responsible for assigned tasks, customer service and general information for program consumer and applicants. Will assist in data entry, record keeping, scheduling meetings and appointments. Provides clerical support to the NPTVRS Counselor and Specialist. Reviews and distributes incoming and outgoing materials, mail, and correspondence and phone messages. Performs routine office tasks, such as word processing, typing, filing, teleconferencing, photocopying, scanning and distributes publicity materials. Attend in-service training and technical or professional classes, seminars, or conferences to improve professional skills. Requires light work that involves walking or standing some of the time, exerting up to 20 pounds of force on a recurring basis. The class is supervised by, the NPTVRS Vocational Rehabilitation Director. Associate degree preferred. Requires one year of college or technical training. Requires six (6) months' work experience in related field. 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. **This position closes: 4/30/21.** (Grade 7)

**Re-Advertise:** The Nez Perce Tribe Department of Fisheries Resources Management is recruiting for: **WALLOWA LAKE FISHERIES TECHNICIAN I INTERN [HR-21-134] (Full-time Seasonal/Joseph, Oregon)** To provide an early career Nez Perce Tribal member valuable exposure to ecological research and natural resource management. Duties include gaining experience with extensive limnological study of Wallowa Lake; lake-wide hydroacoustic sampling, open-water trawling, angling, and spawning ground surveys to estimate kokanee abundance and collect diet information; zooplankton and mysis shrimp vertical tow sampling; monitoring of vertical temperature, dissolved oxygen, and conductivity profiles; gill-netting lake trout; and water chemistry sampling. In addition to hourly wages, transportation (if needed), housing and food per diem will be provided. Requirements include High School Diploma or GED, prefer individual to be enrolled or going to enroll on college. 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 9)

The Nez Perce Tribe Social Service/UUYIT KIMTI (New Beginnings) is recruiting for: **ADVOCATE OF SAFETY & WELLNESS [HR-21-142] (Full-time/Lapwai)** 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 'Uuyit

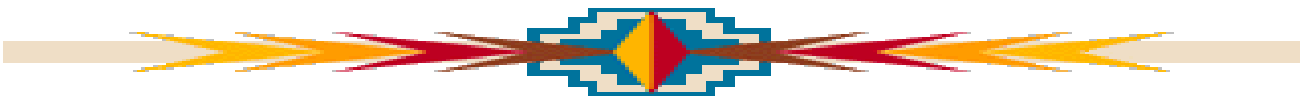


Kimti Director and will collaborate with providers as listed on the Wellness Model and Services Instrument supporting Victim Center, culturally responsive and trauma informed care for victims of crime. Areas of crime this project and class will serve include; homicide, family violence, gang violence, youth violence, human trafficking, sexual assault, domestic violence, battery and assault, identity theft, hate crimes, drug endangered children, and 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. 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)

The Nez Perce Tribe Social Service/'UUYIT KIMTI (New Beginnings) is recruiting for: **COMMUNITY EDUCATION SPECIALIST [HR-21-143] (Full-time/Lapwai)** The purpose of the class is to provide community education, outreach, and training on the dynamics, effects, and services available for victims of domestic violence, sexual assault, dating violence and stalking on the Nez Perce Reservation. The class is responsible to administer all Community Education and Outreach events and activities by providing regular resources and information, create publications and readily available resources and referrals for advocacy assistance. Must have excellent verbal and written skills, and must be comfortable using technology to complete outreach tasks. Will be responsible for reporting activities, and will be under the supervision of the New Beginnings Director. Requires Associates degree (AA) in social work or closely related field with two (2) years' experience working with Tribal populations/programs **OR** one (1) year related college work with four (4) years' experience working with Tribal populations/programs. Requires two (2) to four (4) years (based on education level) of working with Tribal Populations/Programs. Must have familiarity with local social service agencies and resources. Requires a background check to be completed within thirty (30) days of hire. Must take CRP/First Aid Certification training within thirty (30) days of hire. Must have positive work history, and maintain a healthy lifestyle. 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 12)

**Re-Advertise:** The Nez Perce Tribe Department of Fisheries Resource Management - Watershed Division is recruiting for seasonal positions to include: **WATERSHED RESTORATION TECHNICIAN(S) I HR-21-135** To participate on a variety of watershed survey and restoration projects. Field duties will include invasive species inventory and treatment in remote locations encompassing the Selway Bitterroot Wilderness Area, regularly carrying up to 100 pounds, standing and/or hiking for a majority of the day, and using/handling/mixing herbicides (backcountry hiking experience preferred.) Office duties may include compiling and recording data. Requires high school diploma/GED. Fieldwork will be based out of Sweetwater, ID and Powell, ID (duty location) and camping and/or working 8-day shifts in remote locations will be required, sometimes in inclement weather. 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 current driver's license record (DLR) and any DLR from other states where you have been licensed to drive in the last three (3) years. **This position closes: 5/7/21.** (Grade 9)





**Re-Advertise: WATERSHED RESTORATION SPECIALIST(S) | HR-21-136** To participate on a variety of watershed survey and restoration projects. Field duties will include invasive species inventory and treatment in remote locations encompassing the Selway Bitterroot Wilderness Area, regularly carrying up to 100 pounds, standing and/or hiking for a majority of the day, and using/handling/mixing herbicides (backcountry hiking experience and weed treatment applicators license or ability to obtain preferred). Must have excellent oral and written communication skills; report writing, data analysis and interpretation may be required. Office duties may also include developing restoration plans, obtaining environmental compliance for restoration projects, project implementation monitoring and reporting, grant writing and project development, project coordination with the project leader, and technical coordination with outside agencies. Requires a B.S. degree in Fisheries, Botany, Ecology, or closely related field. Resume required. Fieldwork will be based out of Sweetwater, ID and Powell, ID (duty location) and camping and/or working 8-day shifts in remote locations will be required, sometimes in inclement weather. 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 current driver's license record (DLR) and any DLR from other states where you have been licensed to drive in the last three (3) years. **This position closes: 5/7/21.** (Grade 17)

The Nez Perce Tribe Social Services/TANF (Temporary Assistance for Needy Families) is recruiting for: **OFFICE ASSISTANT I [HR-21-144] (Full-time/Lapwai).** The class performs office duties such as computer work, filing, setting up files, scheduling meetings, answering phones, photocopying; Maintains computer files, typing documents, payroll documentation and delivery and pickup, travel arrangements, and all other duties as assigned. Works within the general outline work to be performed. Develops work methods and sequences under general supervision. Requires High School Diploma/GED. Requires six (6) months experience in a support staff position. Incumbent shall obtain a valid driver's license and be insurable within thirty (30) days of appointment. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Closes 5/7/21.** (Grade 7)

## SUMMER STUDENT INTERNSHIPS

*Check back regularly for up to date information...*

**Nez Perce Tribe/Avista Summer Student Internship: HR-21-139** Enrolled Nez Perce Tribal Members, 18 years and over, enrolled full-time at an accredited college, university or vocational school who have maintained a 2.0 cumulative GPA are eligible to apply. A complete application packet includes: 1) A Nez Perce Tribal Employment Application; 2) A cover letter explaining how this internship is relevant to your educational goals; 3) Resume; 4) Two letters of reference; and 5) An unofficial cumulative transcript. A valid driver's license with the ability to be insured under the Tribe's policy is preferred. Pre-employment drug testing required. **Application deadline: 4:30 p.m. on May 10, 2021.**

**Executive Director Summer Student Internship: HR-21-140** Enrolled Nez Perce Tribal Members, 18 years and over, enrolled full-time at an accredited college, university or vocational school who have maintained a 2.0 cumulative GPA and graduating high school seniors who have been accepted into a college program and have maintained a 2.0 cumulative GPA are eligible to apply with preference given to those who have already completed at least one year of post-secondary education. A complete application packet includes: 1) A Nez Perce Tribal Employment Application; 2) A cover letter explaining how this internship is relevant to your educational goals; 3) Resume; 4) Two letters of reference;



and 5) An unofficial cumulative transcript (high school seniors must also include a copy of their college acceptance letter). A valid driver's license with the ability to be insured under the Tribe's policy is preferred. Pre-employment drug testing required. **Application deadline: 4:30 p.m. on May 10, 2021.** Complete applications may be mailed or faxed to: Human Resources Office, Nez Perce Tribe, P.O. Box 365, Lapwai, ID 83540, Phone: (208) 843-7332, Fax: (208) 843-7414.

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***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-20-102]** 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 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)

**Re-Advertise:** The Nez Perce Tribe Water Resources Division is recruiting for: **WATER RIGHTS PROGRAM COORDINATOR [HR-21-114] (Full-Time/Lapwai)** To administer the Tribe's water rights by performing tasks such as developing and issuing permits and monitoring compliance; conducting field investigations to measure quantity of surface and ground water diversions; inventorying existing water rights and uses and creating a geospatial database; installing and maintaining streamflow gaging stations and measuring in-stream flow rates; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's degree in hydrology, engineering, biology, environmental science, or related physical or biological science field (M.S. preferred). Requires three (3) years related professional experience or one (1) year professional experience with Master's degree (experience must be at the professional level). Minimum one (1) year supervisory experience required. A successful candidate will have working knowledge of algebra, geometry and trigonometry, experience determining a system's water diversion and conveyance capacity, experience using GIS, and be able to apply Tribal,





federal, and state regulations and laws pertaining to water appropriation and/or use in a professional setting. Please include cover letter/resume elaborating on qualifications and interest, plus three letters of references. 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 19)

**Re-Advertise:** The Nez Perce Tribe Water Resources Division is recruiting for: **BROWNFIELDS TRIBAL RESPONSE PROGRAM COORDINATOR [HR-21-116] (Full-time/Lapwai)** To manage and complete deliverables on multiple grants, including tasks such as conducting and overseeing environmental site assessments; data collection, analysis, and management; contract creation and supervision of subcontractors; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's degree in geology, hydrology, engineering, chemistry, environmental science, or related physical or biological science field (M.S. preferred). Requires three (3) years related professional experience or one (1) year professional experience with Master's degree (experience must be at the professional level). Minimum one (1) year supervisory experience required. A successful candidate will have knowledge and experience with experimental study design, statistical analysis techniques, and environmental site assessments and remediation of contaminated properties. 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 19)

The Nez Perce Tribe Dept. of Child Support Enforcement Program (CSEP) is recruiting for: **PROSECUTOR/ ATTORNEY [HR-21-121] (Lapwai)** This is a part-time position 30 hours per week. To provide civil attorney and prosecution services for the Child Support Enforcement Program. Represent the Nez Perce Tribe in Child Support Enforcement and juvenile cases before the Nez Perce Tribal Court, including but not limited to case review, trial preparation, legal research and witness interviews. Prosecute and enforce Tribal Child Support Enforcement civil regulatory law, both as contained in the Nez Perce Tribal Code; and orders of the Tribal Court. Coordinate prosecutorial efforts with Child Support Enforcement Program, Social Service programs, law enforcement agencies and other prosecutor's offices. Requires a Juris Doctorate or Bachelor of Law (LLB) degree from an accredited law school (please submit copy). Requires active membership in a state bar association in good standing. Requires one (1) year experience in prosecution or criminal defense. Experience with child support enforcement preferred. Experience with basic federal Indian laws especially as it relates to sovereignty and child and families. Class description available at the 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 20)

**Re-Advertise:** The Nez Perce Tribe Department of Fisheries Resource Management - Watershed Division is recruiting for seasonal positions to include: **WATERSHED RESTORATION TECHNICIAN(S) I HR-21-135** To participate on a variety of watershed survey and restoration projects. Field duties will include invasive species inventory and treatment in remote locations encompassing the Selway Bitterroot Wilderness Area, regularly carrying up to 100 pounds, standing and/or hiking for a majority of the day, and using/handling/mixing herbicides (backcountry hiking experience preferred.) Office duties may include compiling and recording data. Requires high school diploma/GED. Fieldwork will be based out of Sweetwater, ID and Powell, ID (duty location) and camping and/or working 8-day shifts in remote locations will be required, sometimes in inclement weather. 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 current driver's license record (DLR) and any DLR from other states where you have been licensed to drive in the last three (3) years. **This position closes: 5/7/21.** (Grade 9)

**Re-Advertise: WATERSHED RESTORATION SPECIALIST(S) | HR-21-136** To participate on a variety of watershed survey and restoration projects. Field duties will include invasive species inventory and treatment in remote locations encompassing the Selway Bitterroot Wilderness Area, regularly carrying up to 100 pounds, standing and/or hiking for a majority of the day, and using/handling/mixing herbicides (backcountry hiking experience and weed treatment applicators license or ability to obtain preferred). Must have excellent oral and written communication skills; report writing, data analysis and interpretation may be required. Office duties may also include developing restoration plans, obtaining environmental compliance for restoration projects, project implementation monitoring and reporting, grant writing and project development, project coordination with the project leader, and technical coordination with outside agencies. Requires a B.S. degree in Fisheries, Botany, Ecology, or closely related field. Resume required. Fieldwork will be based out of Sweetwater, ID and Powell, ID (duty location) and camping and/or working 8-day shifts in remote locations will be required, sometimes in inclement weather. 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 current driver's license record (DLR) and any DLR from other states where you have been licensed to drive in the last three (3) years. **This position closes: 5/7/21.** (Grade 17)

The Nez Perce Tribe Dept. of Education, Vocational Rehabilitation is recruiting for: **OFFICE SPECIALIST II [HR-21-131] (Full-time/Lapwai)** The purpose of the class is to provide general clerical support of the Nez Perce Tribe Vocational Rehabilitation Services program (NPTVRS). Responsible for assigned tasks, customer service and general information for program consumer and applicants. Will assist in data entry, record keeping, scheduling meetings and appointments. Provides clerical support to the NPTVRS Counselor and Specialist. Reviews and distributes incoming and outgoing materials, mail, and correspondence and phone messages. Performs routine office tasks, such as word processing, typing, filing, teleconferencing, photocopying, scanning and distributes publicity materials. Attend in-service training and technical or professional classes, seminars, or conferences to improve professional skills. Requires light work that involves walking or standing some of the time, exerting up to 20 pounds of force on a recurring basis. The class is supervised by, the NPTVRS Vocational Rehabilitation Director. Associate degree preferred. Requires one year of college or technical training. Requires six (6) months' work experience in related field. 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. **This position closes: 4/30/21.** (Grade 7)

**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:**

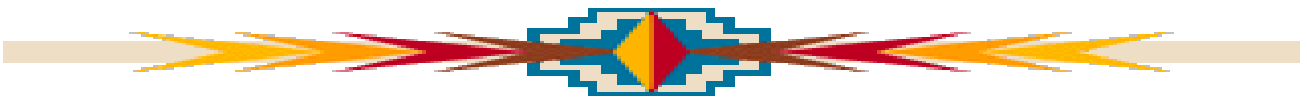
Nez Perce Tribe Human Resources Office  
ATTN: **Job Name & No.**  
P.O. Box 365  
Lapwai, Idaho, 83540  
Phone (208) 843-7332 Fax (208) 843-7414

**LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED.** Tribal Preference applies.  
[www.nezperce.org](http://www.nezperce.org)



## **OTHER EMPLOYMENT OPPORTUNITIES:**

- **The Nez Perce Tribal Water Utility Board is accepting letters of interest to fill two (2) vacancies on the Utility Board.** The applicants must be 18 years of age or older and an enrolled Nez Perce Tribal member. Utility Board shall manage the water & sewer utilities of the Nez Perce Tribe, and serve as the advisory, administrative, and management oversight authority for the Utility Department. For more information and how to apply contact Jason Vangen at (208) 843-7368 or email Jason at [jvangen@nezperce.org](mailto:jvangen@nezperce.org). **Open until filled.**
- **Idaho State Parks & Recreation is recruiting for: Park Ranger.** To provide education and information services for park visitors, maintain park facilities and grounds areas, and ensure compliance with park rules and regulations. This announcement will be used to fill current and future statewide openings, including full-time, part-time, seasonal or temporary. Please note that not all locations may be hiring at the time of your application, and therefore your status will show "Application Received" until a location you selected is hiring. Please share with anyone who may be interested. This announcement can be found at the link listed at <https://www.governmentjobs.com/careers/idaho/jobs/2938714/idaho-state-park-ranger-statewide-recruitment> **Once this announcement closes, on June 30, 2021, you will need to reapply to be considered for future announcements.**
- **Confederated Tribes of the Warm Spring Tribe is recruiting for: Fisheries Department Manager, Wildlife Biologist II, Fisheries Program Supervisor, Habitat Biologist, Fish Biologist II, and a Monitoring Based Fish Biologist.** For more information and how to apply go to <https://warmsprings-nsn.gov/job-opportunities/> **Open until filled.**
- **KOZE radio is recruiting for: Sales Representatives (f/t), and Disc Jockeys (p/t).** For more information and how to apply go to [jobs@koze.com](mailto:jobs@koze.com) **Open until filled.**
- **Nez Perce County is recruiting for: On-Call Juvenile Detention Support Technicians.** On-call positions available with the NPC Region II Juvenile Detention Center. Positions are paid \$13.00/hour with no benefits. Primary responsibilities are to operate the control room and provide technical support. Min. Qualifications: High school graduate/equivalent; at least 21 years of age; two years post high school work experience/educational equivalent; no felony or violent misdemeanor convictions; good physical condition; willingness to work non-traditional hours; and ability to communicate effectively. Successful candidates must also be able to pass a background check. EOE and accords preference to qualifying veterans. For more information and how to apply go to [www.co.nezperce.id.us/Departments/Personnel](http://www.co.nezperce.id.us/Departments/Personnel). **Open until filled.**
- **NIGHTFORCE is recruiting for: CNC Machinist, Mechanical CAD Drafter, Mechanical Engineer/Electro-Optics Design, Production Laborers, Shipping Clerk, and a Quality Engineer.** For more information and how to apply go to <https://nightforceoptics.applicantpro.com/jobs/>. **Open until filled.**
- **Confederated Tribes of the Umatilla Indian Reservation (CTUIR) is recruiting for: Executive Director, Public Transit Bus Driver (2 positions), Archaeologist I/II, Deputy Prosecutor, Tribal Set-Aside Project Coordinator, Police Officer, Tribal Attorney, Male Re-Education/Intervention Facilitator, Artificial Production Supervisor, Range Technician, Water Code Administrator/Water Resource Specialist II, Administrative Assistant (P/T), Surveillance Operator, Advanced Wildland Firefighter (Up to 4 positions), Laborer, Firefighter/EMT and Paramedic, Fire Chief, Fisheries Habitat Biologist I, Biologist II-Umatilla National Production M&E Project, and an Entry-Level Wildland Firefighter/Firefighter Type 2 (Up to 10**



**positions)** For more information and how to apply call the CTUIR Human Resources Department at (541) 429-7180. **Closing dates vary with positions.**

- **Lapwai School District is recruiting for: Food Service Worker, Middle/High School Math Teacher, Custodian and substitutes for all positions.** Applications can be found on the website [www.lapwai.org](http://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: Garage Serviceman, Vegetation Management Inspector, Environmental Affairs Summer Student (up to 2 positions), Journeyman Garage, Compensation Analyst I (temporary, 12-18 months), Learning and Development Coordinator, Supply Chain Administrative Summer Student, and an Operations Research Analyst.** For more information and how to apply go to [www.myavista.com/about-us/working-at-avista](http://www.myavista.com/about-us/working-at-avista). **Closing dates vary with positions and locations.**
- **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](http://www.indeed.com).

# NOTICE

## Temporary Job Announcement

The Nez Perce Tribe General Council is currently seeking dependable, hardworking **TELLERS and SERGEANT-AT-ARMS** to assist with the Non-Partisan Primary Election in all three Communities: LAPWAI, KAMIAH and OROFINO. Applicants must be an enrolled member of the Nez Perce Tribe and age eighteen (18) years or older. College students and/or unemployed individuals are preferred. *You must commit for the entire day, Saturday, May 8th.*

Applications are available on Nez Perce Tribe Website (<https://www.nezperce.org>) under General Council or at Nez Perce Tribe Human Resources Department. **Application Deadline: WEDNESDAY, APRIL 28, 2021 by 4:30pm**

## **Spring General Council Meeting May 6, 7, & 8, 2021**

Wa-A'Yas Community Center

General Elections  
SATURDAY, MAY 8, 2021  
Pi-Nee-Waus Community Building in Lapwai, ID  
Wa-A'Yas Community Building in Kamiah, ID  
Teweeppuu Community Building in Orofino, ID

*Please note: this is subject to change due to impacted by the COVID-19 Pandemic.*





## REQUEST FOR PROPOSALS

### Nez Perce Tribal Executive Committee Compensation Survey

The Nez Perce Tribe is requesting proposals for an independent contractor to provide the following professional services for the Nez Perce Tribal Government.

Compensation Survey on wages of the elected governing body of the Nez Perce Tribe, the Nez Perce Tribal Executive Committee (NPTEC).

#### **NPTEC:**

The Nez Perce Tribal Executive Committee consist of nine (9) members elected to serve three year terms, by the Tribal General Council to govern the Nez Perce Tribe.

The NPTEC authority is derived from the Constitution and Bylaws of the Nez Perce Tribe to:

To represent the Tribe in negotiations with federal, state and local governments and with private corporations, associations, and individuals and to advise and consult with government officials concerning governmental activities affecting the Tribe.

To promote and protect the health education and general welfare of the members of the Tribe, and to administer welfare aid and such other services as may contribute to the social and economic advancement of the Tribe and its members.

To administer unrestricted tribal funds

#### **The Proposal:**

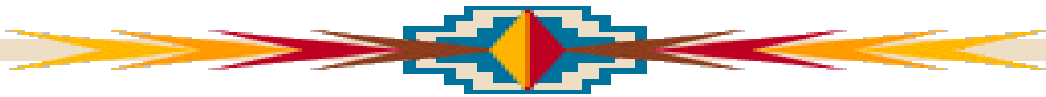
The proposals should demonstrate experience in conducting wage and salary analysis for sovereign Tribal governments.

The proposal should demonstrate experience in determining suitable compensation rates/wages, in consideration of factors such as, regional, and local, wage compensation rates, inflation/cost of living adjustments, as well as, comparison to wages of elected tribal leaders in the region.

The proposal should demonstrate understanding of analysis and ranking of wages, determination of appropriate wage placement based upon analysis of information gathered.

The proposal must include qualifications, and experience working with Tribal governments, of the person, or firm submitting the RFP, and three professional references.

The Nez Perce Tribe reserves the right to reject any and all proposals without cause. **Please send completed proposal by close of business May 10, 2021** to: Anthony D. Johnson, Manager; Human Resources; P.O. Box 365; LAPWAI, ID 83540. For more information please contact Anthony D. Johnson at 208/621-3680 or email [anthonyj@nezperce.org](mailto:anthonyj@nezperce.org).



## 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](mailto: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](mailto:daniels@nezperce.org).