

~ JULY 19, 2021 ~



NEZ PERCE TRIBE

JOB OPENINGS

NOTICE

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. Paper copies may be submitted using the drop box which is located on our office door.

To obtain an NPT application, please visit our website: www.nezperce.org.

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

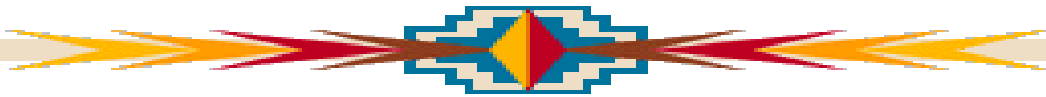


license with the ability to be insured under the Tribes policy. Requires a Commercial Driver's License within six (6) months of employment. Class description available at the NPT Human Resources Department. Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires 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)

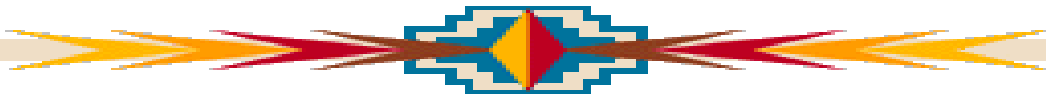
The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK [HR-19-189] (Full-Time/Lapwai)** To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with Tribal, federal,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

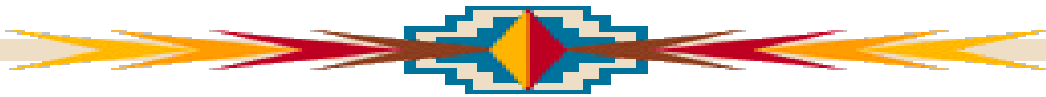


The Nez Perce Tribe Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV [HR-20-138]** full-time regular. The Nez Perce Tribe Utilities Program operates and maintains three (3) water systems (North Lapwai, South Lapwai, and Kamiah), a MBR wastewater treatment 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 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)

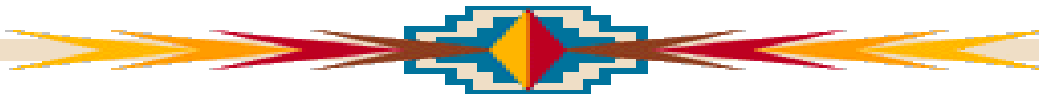
Re-Advertise: The Nez Perce Tribe Department of Social Services/Children's Home is recruiting for: **RESIDENT MENTOR [HR-21-124] (Full-time/Lapwai)** To provide a safe, accountable and consistent environment



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 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

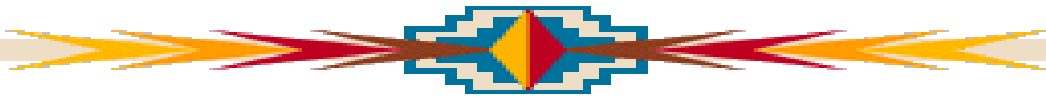


four (4) years (based on education level) of working with Tribal Populations/Programs. Must have familiarity with local social service agencies and resources. Requires a background check to be completed within thirty (30) days of hire. Must take CRP/First Aid Certification training within thirty (30) 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.** *(Grade12)*

The Nez Perce Tribe Department of Fisheries Resources Management is recruiting for: **FISHERIES BIOLOGIST I [HR-21- 145] (Full-Time/Joseph, Oregon)** Will assist the Nez Perce Tribe Fisheries Research program in evaluating limiting factors to a potential Sockeye Salmon reintroduction to Wallowa Lake, including a lake food-web study. Funding to support the position is currently secured for 18 months; extension of position beyond 18 months dependent on satisfactory performance and funding availability. Knowledge and experience with limnology, fish sampling techniques, environmental monitoring, statistics, database management, and supervision of field staff is required. Must have excellent communication skills, both oral and written; report writing and data analysis and interpretation is required. Requires a bachelor's degree in related field. Related field and/or course work requirements defined in job expectations. Experience does not substitute for degree. Technical experience in related field preferred. Demonstrated leadership experience 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. 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. **Open Until Filled.** *(Grade 17)*

Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-147] (Part-Time/Lapwai)** This position will report directly to the Students for Success Director. Requires excellent organizational and multi-tasking skills to implement the comprehensive prevention outreach objectives for the program's multiple funding sources. Responsible for education presentations and education materials development using tribal specific messages/imagery and available tribal specific data on alcohol, tobacco, and other drugs (ATOD). Assists with community outreach, partnership development, and compliance of the cooperative agreement or contracts. Must have excellent writing and oral communications skills, highly motivated and have the ability to work independently and cooperatively with others. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year of college. One (1) year experience preferred in Drug and Alcohol prevention, intervention or treatment, criminal justice, social work or any discipline involving youth. Will be responsible to deliver reservation-wide outreach. 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)*

The Nez Perce Tribe Department of Law & Justice/Tribal Court is recruiting for: **COURT CLERK I [HR-21-137] (Full-time/Lapwai)** Establishes, monitors, and maintains court records and files; retrieves documents and records from departmental filing system. Maintains court calendars; schedules hearing and trial dates, including arrangements for jury trials; research, prepares and distributes notices of hearings. Establishes procedures for setting up civil cases and jury trial files; prepares documents for court cases, including notices of hearing, court orders, restraining orders, and other legal actions according to established protocols. Receives and files complaints; issues warrants, summons, and notices. Develops appropriate forms, notices, and document formats to improve customer service, data collection, data entry, and records management operations. Provides informational assistance to litigants, witnesses, attorneys, staff, judges, and the general public; answers phones and assists visitors. Collects

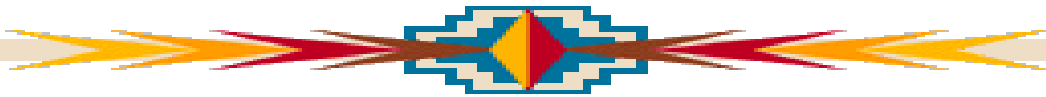


finances, payments, judgments, and court costs from attorneys, litigants, defendants, and others; maintains logs and account records. Requires a High School Diploma or GED or specialized vocational training. Requires one (1) year experience to essential tasks. Class description/job description available 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 states where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

Extended: The Nez Perce Tribe Department of Technology/KIYE Radio Station is recruiting for: **PROFESSIONAL III - RADIO SUPERVISOR [HR-20-159]** part-time (**24-36 hours per week/Lapwai**). The purpose of the class is development, and oversight of contracts and/or projects. Assign, review, and conduct duties relating to the collection, compilation, analysis, and written presentation of information as well as perform technical applications of work pertaining to broadcasting and radio communications of interest to the Nez Perce Tribe. Requires Bachelor's degree in Journalism, Communications, Business or closely related field. Related field and/or coarse work requirements defined in job expectations. Requires three (3) years related professional level experience. Requires two (2) years supervisory 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 states where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 20)

Revised: The Nez Perce Tribe Dept. of Education, Vocational Rehabilitation is recruiting for: **VOCATIONAL REHABILITATION SPECIALIST [HR-21-158] (Full-time/Lapwai, ID)** full-time regular. To assist professional staff and to evaluate, provide counseling, employment placement, advocacy and comprehensive quality case management services for disabled American Indian clients. Conduct intake interviews and determine client eligibility under professional supervision. Maintain client records and insure timely and comprehensive services. Assist in development of Individual Employment Plans to include employment opportunities, placement assistance, vocational rehabilitation and post-employment follow-up. Serve as liaison for clients with Division of Vocational Rehabilitation, Idaho Commission for the Blind and Visually Impaired, Rehabilitation Service Administration and other relevant agencies. Assist with outreach activities to community programs and governmental agencies serving shared clients. Supervised by the program director or delegated supervisor. Requires Associate's degree vocational technical degree or special training equivalent to satisfactory completion of two (2) years of college education with emphasis in Social Services, Vocational Rehabilitation Counselor Certifications or closely related field. Will consider applicants pursuing the educational background to eventually move into a VR counselor position. Requires two (2) years working with the unique Federal American Indian relationship. Vocational rehabilitation background 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. 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 8/2/21.** (Grade 13)

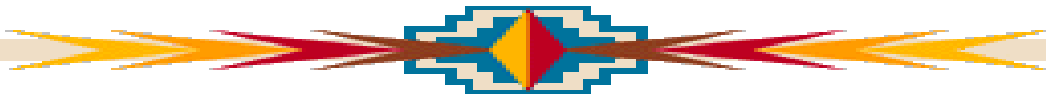
The Nez Perce Tribe Department of Social Services Senior Citizens Program is recruiting for: **COOK [HR-21-160] (Full-time/Kamiah)** To plan and prepare meals with federal, state, local, and Tribal standards. Requires a High School diploma/GED or specialized vocational training. Requires three (3) months experience. Must have or obtain Food Handler Permit within ninety (90) 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 three (3) months food preparation experience for large groups of people. **Open until filled.** (Grade 5)



Revised: The Nez Perce Tribal Executive Committee (NPTEC) is recruiting for: **MANAGER V - LAW & ORDER EXECUTIVE OFFICER [HR-21-161] (Full-time/Lapwai)** To provide executive level management for the Law and Order operations of the Nez Perce Tribe; specifically, the divisions of Judicial Services (court), Law Enforcement, Prosecutor (including Probation), Tribal Employments Right Office (TERO), Victim's Assistance, and Child Support Enforcement Program (CSEP). Provides intra-departmental, intertribal, and interagency coordination. Develops departmental policy, long-range goals, and present department recommendations to appropriate Subcommittees and NPTEC. Coordinates and communicates with other Program/Department Managers at the executive level to ensure compliance with the Nez Perce Law and Order code and state and federal regulations and laws; implements tribal and program policy and operations; responsible for development, implementation and oversight of departmental grants, contracts, and/or projects. Provides representation, coordination and communication with other agencies, members of legislative bodies and the public regarding the department direction, goals, and objectives. Assists NPTEC, and pertinent Boards and Commissions, in providing technical representation in management forums as required. Provides department supervision and oversight to ensure project development, budgets, annual review, reports and personnel administration are implemented as designed. Requires a Juris Doctorate (Law) degree. Must submit to full disclosure of any personal business that may present a conflict of interest with the Nez Perce Tribe and must submit to intensive criminal and fiscal background check. Requires five (5) years executive level management experience and three (3) years supervisory experience. Related legal experience preferred. Hourly rate \$45.22, 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 states where you have been licensed to drive within the last three (3) years. **First review date is 8/6/21.** (Grade 30)

The Nez Perce Tribe Department of Fisheries Resources Management Production Division is recruiting for: **ADMINISTRATIVE SPECIALIST III [HR-21-162] (Full-time/Lapwai)** Will provide administrative support to the division director, deputy director, and division project leaders. In addition, this position also serves as the Acting Fisheries Department Administrative Assistant in their absence. Responsibilities include: preparation of NPTEC and subcommittee packets, computer hardware and software skills; office equipment management; 50 WPM key board skill; establishment and maintenance of division project files; preparation of correspondence, memos, schedules, documents and reports utilizing computer software applications; and performance of routine clerical tasks, such as processing and delivery of incoming and outgoing mail, data entry, filing, faxing, photocopying, and processing purchase orders and payments. This position will work closely with department and field office support staff. Requires two years of college education, or vocational technical degree, with emphasis in administrative skills Business, or a closely related field. Requires the ability to obtain Notary Public Certification. Requires two (2) years, 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 states where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 13)

Extended: The Nez Perce Tribe Department of Social Services/TANF is recruiting for: **CASE MANAGER [HR-21-163] (Full-time/Lapwai)** To provide direct case management, intake and performing analytical guidance for clients to meet the goal of self-sufficiency within TANF time line (60 months) applying complex policies, procedures and legal requirements. Conduct interviews to establish the needs of each client, collects, analyzes and interprets personal information and determines client eligibility for the TANF program, special programs or benefits; counsels' clients in possible courses of action and assists with planning; assists/refers to other services as needed. Requires an Associate's degree in social services, human services, behavioral sciences or closely related field



(Bachelors' degree preferred); Three (3) years of relevant experience is equivalent to one (1) year of college. Requires six (6) years' experience in related field. Experience conducting and documenting sensitive fact-finding interviews. Experience dealing with individuals who are in stressful situations from varying cultural/socioeconomic backgrounds and de-escalating emotionally charged situations. Experience applying written policies and criteria and determining qualifications for services or benefits. Experience managing a workload with conflicting priorities. Experience entering and retrieving data using a computerized records system. Positive employment history and demonstrated teamwork. 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 states where you have been licensed to drive within the last three (3) years. **This position closes 8/2/21.** (Grade 15)

The Nez Perce Tribe Department of Computer Services is recruiting for: **COMPUTER TECHNICIAN I [HR-21-148] (Full-Time/Lapwai)** To provide technical support for computer and telecommunication applications. Responsible for assisting with the maintenance and operations of computer/telecommunication networks. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Requires Associate's degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education with emphasis in Computer or a closely related field. Requires one-year 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. **This position closes 8/13/21.** (Grade 12)

The Nez Perce Tribe Director's Office is recruiting for: **COMMUNITY CENTER COORDINATOR [HR-21-164] (Full-time/Orofino)** To oversee the operation of the Tweepuu Community Center located in Orofino, and to coordinate activities for the general public which may require evening, weekend, and/or holiday work hours. Requires an Associates degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education. Three (3) years of experience at this level can be substituted for one (1) year of education. 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 states where you have been licensed to drive within the last three (3) years. **This position closes on: 7/23/21.** (Grade 14)

The Nez Perce Tribe Finance Department is recruiting for: **ADMINISTRATIVE SPECIALIST III [HR-21-165] (Full-time/Lapwai)** To provide a high level of administrative support services on behalf of a busy Finance Department, being proactive and utilizing independent judgment when necessary to perform at an above-standard work level. This class will be responsible for assigned tasks and emphasize exceptional customer service to office visitors, working under the direct supervision of the Finance Manager, but also available to offer assistance to help meet the needs of other department staff. Works according to set procedures and general supervision, and may also develop suggestions for specific enhancements to work methods and sequences with approval of the Finance Manager. Requires two (2) years college or technical level training. Business Communications coursework and some basic Accounting courses or an understanding of basic concepts would be beneficial and preferred. Please provide college transcripts. One (1) year of related tribal government 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 states where you have been licensed to drive within the last three (3) years. **This position closes on: 7/23/21.** (Grade 13)

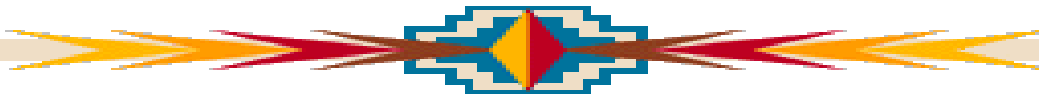


Open to ALL qualified (General Public) for the following positions:

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)

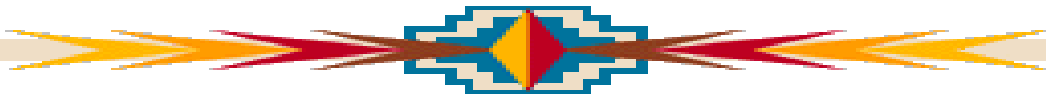


The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) [HR-20-123] (Full-Time/Lapwai)** August through May (nine (9) months), thirty-two (32) hrs. per week, Monday through Thursday. To assist the program as 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 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)**

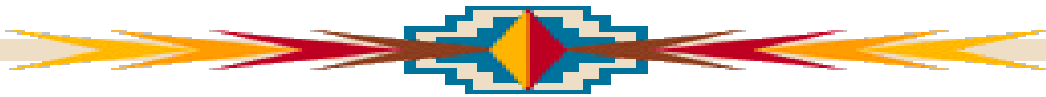
Re-Advertise: The Nez Perce Tribe Water Resources Division is recruiting for: **WATER RIGHTS PROGRAM COORDINATOR [HR-21-114] (Full-Time/Lapwai)** To administer the Tribe's water rights by performing tasks such



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)

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)

Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-147] (Part-Time/Lapwai)** This position will report directly to the Students for Success Director. Requires excellent organizational and multi-tasking skills to implement the comprehensive prevention outreach objectives for the program's multiple funding sources. Responsible for education presentations and education materials development using tribal specific messages/imagery and available tribal specific data on alcohol, tobacco, and other drugs (ATOD). Assists with community outreach, partnership development, and compliance of the cooperative agreement or contracts. Must have excellent writing and oral communications skills, highly motivated and have the ability to work independently and cooperatively with others. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year of college. One (1) year experience preferred in Drug and Alcohol prevention, intervention or treatment, criminal justice, social

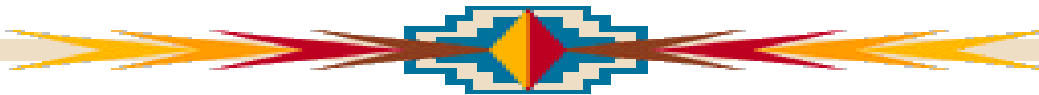


work or any discipline involving youth. Will be responsible to deliver reservation-wide outreach. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the 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)

The Nez Perce Tribe Department of Law & Justice/Tribal Court is recruiting for: **COURT CLERK I [HR-21-137] (Full-time/Lapwai)** Establishes, monitors, and maintains court records and files; retrieves documents and records from departmental filing system. Maintains court calendars; schedules hearing and trial dates, including arrangements for jury trials; research, prepares and distributes notices of hearings. Establishes procedures for setting up civil cases and jury trial files; prepares documents for court cases, including notices of hearing, court orders, restraining orders, and other legal actions according to established protocols. Receives and files complaints; issues warrants, summons, and notices. Develops appropriate forms, notices, and document formats to improve customer service, data collection, data entry, and records management operations. Provides informational assistance to litigants, witnesses, attorneys, staff, judges, and the general public; answers phones and assists visitors. Collects fines, payments, judgments, and court costs from attorneys, litigants, defendants, and others; maintains logs and account records. Requires a High School Diploma or GED or specialized vocational training. Requires one (1) year experience to essential tasks. Class description/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 states where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

Revised: The Nez Perce Tribal Executive Committee (NPTEC) is recruiting for: **MANAGER V - LAW & ORDER EXECUTIVE OFFICER [HR-21-161] (Full-time/Lapwai)** To provide executive level management for the Law and Order operations of the Nez Perce Tribe; specifically, the divisions of Judicial Services (court), Law Enforcement, Prosecutor (including Probation), Tribal Employments Right Office (TERO), Victim's Assistance, and Child Support Enforcement Program (CSEP). Provides intra-departmental, intertribal, and interagency coordination. Develops departmental policy, long-range goals, and present department recommendations to appropriate Subcommittees and NPTEC. Coordinates and communicates with other Program/Department Managers at the executive level to ensure compliance with the Nez Perce Law and Order code and state and federal regulations and laws; implements tribal and program policy and operations; responsible for development, implementation and oversight of departmental grants, contracts, and/or projects. Provides representation, coordination and communication with other agencies, members of legislative bodies and the public regarding the department direction, goals, and objectives. Assists NPTEC, and pertinent Boards and Commissions, in providing technical representation in management forums as required. Provides department supervision and oversight to ensure project development, budgets, annual review, reports and personnel administration are implemented as designed. Requires a Juris Doctorate (Law) degree. Must submit to full disclosure of any personal business that may present a conflict of interest with the Nez Perce Tribe and must submit to intensive criminal and fiscal background check. Requires five (5) years executive level management experience and three (3) years supervisory experience. Related legal experience preferred. Hourly rate \$45.22, 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 states where you have been licensed to drive within the last three (3) years. **First review date is 8/6/21.** (Grade 30)

The Nez Perce Tribe Department of Computer Services is recruiting for: **COMPUTER TECHNICIAN [HR-21-148] (Full-Time/Lapwai)** To provide technical support for computer and telecommunication applications. Responsible



for assisting with the maintenance and operations of computer/telecommunication networks. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Requires Associate's degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education with emphasis in Computer or a closely related field. Requires one-year 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. **This position closes 8/13/21.** (Grade 12)

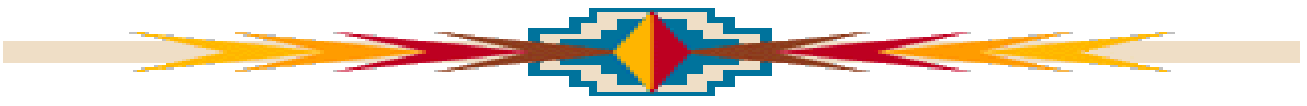
To apply: Recruitments for *Entry Level Positions (Grade 15 and below)* will require a completed Tribal application only. Recruitments for *Professional Positions (Grade 16 and above)* will require a completed Tribal application and resume. **Please submit one application per position:**

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:

- **The Economic Services Administration/Division of Child Support is recruiting for: Child Support Enforcement Officers.** Work with parents, attorneys and advocates to establish child support obligations and apply sanctions should they not comply with the terms of those obligations; Independently establish administrative child support orders by researching and locating income information, calculating complex financial and medical obligations, calculating arrears balances as required, preparing and serving legal notices and negotiating settlements as appropriate; Analyze, interpret and apply State, Tribal, Federal and International laws pertaining to the legal determination of paternity, the establishment and enforcement of financial and medical child support. For more information and how to apply go to <https://www.governmentjobs.com/careers/washington/jobs/3153957/dshs-esa-child-support-enforcement-officer>. **Closing date 7/21/21.**
- **USDA Rural Development is recruiting for: Tribal Relations Specialist (2 positions).** Conducts outreach to tribes, tribal organizations and tribal members to understand the needs of respective tribal communities in order to assist them with identifying RD, USDA and other programs that match their needs; Provides advice regarding tribal coordination, housing, mortgage lending on tribal lands, business development, tribal community facility development and tribal infrastructure financing to Program Directors, Specialists, Technicians and IC personnel. For more information and how to apply go to <https://www.usajobs.gov/GetJob/ViewDetails/607404300>. **Closing date 7/28/21.**
- **Northwest Portland Area Indian Health Board (NPAIHB) is recruiting for: WEAVE-NW Project Coordinator.** This is a full-time position with benefits, and the pay is \$20.00-\$24.00 per hour, depending on experience.



The Project Coordinator will serve as the focal point for project communication, subaward support and coordination of the Breastfeeding Coalition. The Coordinator will provide a broad range of support services for WEAVE-NW Tribal team and sub awardees. The Project Coordinator will maintain WEAVE-NW's website and social media accounts. The Northwest Portland Area Indian Health Board serves the 43 federally recognized tribes in Idaho, Oregon and Washington. This project will also seek to target a national audience of American Indian and Alaska Native (AI/AN) teens and young adults. **Closing date 7/25/21.** For more information and how to apply for recruitments go to <https://www.npaihb.org/careers/>.

- **National Indian Health Board is recruiting for: Congressional Relations Associate, Public Health Policy and Program Positions, Public Health Social Media Communications Specialist, Public Health Administrative Assistant, Public Health Communications Coordinator, Chief Operating Officer, Communications Director, and a Human Resource Manager.** For more information and how to apply for recruitments go to <https://www.nihb.org>. **Closing dates vary with recruitments.**
- **American Farmland Trust and NRCS is recruiting for: Idaho Program Manager.** To play a key role in developing and implementing AFT's programs in Idaho, with an emphasis on protecting high-priority farm and rangeland from development, particularly in the Treasure and Magic Valleys. The Idaho Program Manager is a joint position with Idaho Natural Resources Conservation Service (NRCS). The position is primarily remote and will periodically report in-person to an NRCS office (location to be determined) for meetings as needed. The position is primarily remote and will periodically report in-person to an NRCS office (location to be determined) for meetings as needed. In addition, this position requires extensive travel throughout the state (up to 75%), as well as other periodic travel throughout the country as needed (up to 2x per year). For more information and how to apply go to <https://recruiting.paylocity.com/recruiting/jobs/Details/632695/American-Farmland-Trust/Idaho-Program-Manager>. **Open until filled.**
- **Happy Day Restaurants is immediately recruiting for: Catering.** This job entails feeding wildland firefighters at base camp. You will be located and camping on site. Pays \$125.00 a day. For more information contact Eric Siegler at (208) 553-7187 or Frank Webster at (208) 305-8227. **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. **Open until filled.**
- **NIGHTFORCE is recruiting for: Mechanical CAD Drafter, and a Staff Accountant.** 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 (P/T, O/C), Archaeologist I/II, Tribal Set-Aside Project Coordinator, Police Officer, Male Re-Education/Intervention Facilitator, Artificial Production Supervisor, Surveillance Operator (2), Laborer, Advanced Wildland Firefighter (Up to 4 positions), Entry-Level Wildland Firefighter/Firefighter Type 2, Firefighter/EMT, Patrol/Administrative Sergeant, Communications Officer (Dispatch),**

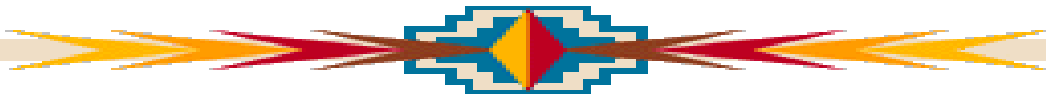
and a OIT Secretary II. For more information and how to apply call the CTUIR Human Resources Department at (541) 429-7180. **Closing dates vary with positions.**

- **Lapwai School District is recruiting for: Elementary Interventionist, Middle School Instructional Assistant with Math Emphasis, Middle/High Special Education Instructional Assistant, Special Education Behavior Interventionist, Middle School Football Coach, and Middle School Volleyball Coach.** 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.**
- **Lewiston Department of Labor is recruiting for various positions: Mobile Associate (T-Mobile) Home Care Aide (Addus Home Care), Registered Apprentice Electrician (4 J Electric), Production Worker (Blue Ribbon Linen), Animal Care Tech. (Lewis Clark Animal Shelter), Finance Manager (Community Action Agency), and a Heavy Equipment Operator (ML Albright).** For more information and how to apply for recruitments go to <https://www.labor.idaho.gov>. **Closing dates vary with recruitments.**
- **AVISTA is recruiting for: Journeyman Hydro Operator, and Journeyman Linemen.** For more information and how to apply go to www.myavista.com/about-us/working-at-avista. **Closing dates vary with positions and locations.**
- **The Nez Perce Tribal Water Utility Board is accepting letters of interest to fill one (1) vacancy on the Utility Board.** The applicant 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. **Open until filled.**
- **Columbia River Inter-Tribal Fish Commission (CRITFC) is recruiting for: Executive Director, CRITPD Police Officer, CRITPD Dispatcher, Seasonal In-Lieu and TFAS Maintenance Worker.** For more information and how to apply go to www.critfc.org. **Closing dates vary with positions.**

Latest Job Information for the Northern Region of the Forest Service



Permanent Jobs Now Being Outreached/Pre-advertised in Region 1
[Social Services Assistant GS-5 in Darby, Montana](#)



[Visual Information Specialist GS-9/11 - 100% Telework](#)

[Deputy District Ranger GS-12 in Smelterville, Idaho](#)

[District Ranger GS-12/13 in Harlowton or Stanford, Montana](#)

[Writer/Editor GS-9 in Sandpoint, Nordman, or Bonners Ferry, Idaho](#)

[Biological Scientist Crew Leader GS-5/7/9 in Bozeman and Helena, Montana and Moab, Utah](#)

[Forestry Technician Timber Sale Preparation GS5/6/7 in Kooskia, Idaho](#)

[Recreation Management Specialist GS-5/7/9 in Lemmon, South Dakota](#)

[Forestry Technician \(Seed Orchard Manager\) GS-5/6/7 in Bozeman, Montana](#)

[Resource Specialist GS-9/11 in Libby, Montana](#)

[Engineering Technician GS-7/8/9 in Eureka or Libby, Montana](#)

[Hydrologist GS-9/11 in Billings, Montana](#)

[Fisheries Biologist GS-11 in Hungry Horse, Montana](#)

[Biological Science Technician GS-5/6/7 in Great Falls, Montana](#)

[Civil Engineer GS-5/7/9/11 in Bozeman, Montana](#)

[Civil Engineer GS-7/8/9/10/11 in Orofino, Idaho](#)

[Landscape Architect GS-11 in Hamilton, Missoula, or Kalispell, Montana](#)

[Natural Resource Specialist GS-11 in Troy, Montana](#)

[Engineering Technician GS-5/6/7 in Kooskia, Idaho](#)

[Safety & Occupational Health Manager GS-11 in Great Falls or Helena, Montana](#)

[Civil Engineer GS-12 in Coeur d'Alene, Idaho](#)

Want Help With Your Resume or Applying? No Problem...



Schedule time to visit with Amber Kamps to visit with about: jobs with the Forest Service, career advice, help with applying for jobs on USAJOBS, help with your resume, other questions about applying or finding jobs, and anything else. [CLICK HERE to sign up for a time to visit.](#)

If you have a resume, please email it to amber.kamps@usda.gov prior to your scheduled appointment. I will call you at the scheduled time using the phone number you provide in the booking.

More Resources:

To begin with, please visit our website to learn more about the jobs we have and the process. In particular, see our "Tips – How to Get a Forest Service Job" and "Frequently Asked Questions" on our website at: <http://www.fs.usda.gov/detail/r1/jobs> on the right hand side in the Quick Links box.

Here are a few more links for helpful information:

- To watch webinars on demand about how to apply for jobs, next steps and more, [CLICK HERE](#)
- [Tips for Applicants](#) is a guide to understanding and completing the Forest Service application process.
- To determine if you qualify for jobs and grades, [please follow this link by clicking here.](#)
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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