

~ OCTOBER 11, 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

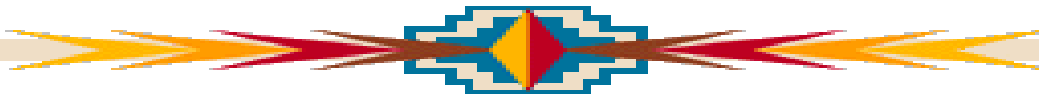


ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **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: **TWO (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)

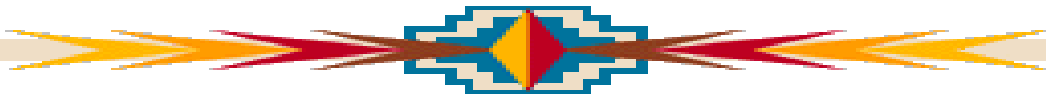
The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-102]** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. 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 Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV [HR-20-138] (Full-time/Lapwai)** 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 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)**

Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-147] (Lapwai)** part-time (29 hours or less per week). 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)**

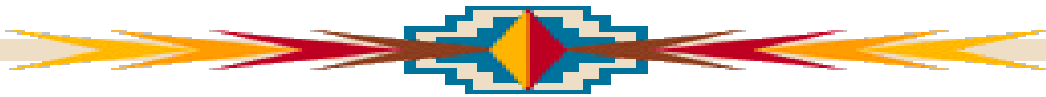


Extended: The Nez Perce Tribe Department of Technology/KIYE Radio Station is recruiting for: **PROFESSIONAL III - RADIO SUPERVISOR [HR-20-159] (24-36 hours per week/Lapwai)**. The purpose of the class is development, and oversight of contracts and/or projects. Assign, review, and conduct duties relating 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)

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)

The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-167] (Full-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)

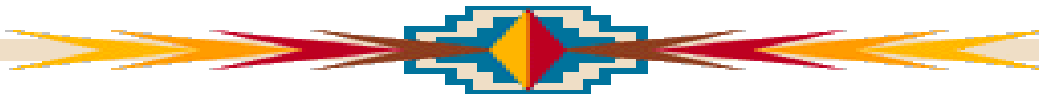
The Nez Perce Tribe Boys & Girls Club is recruiting for: **TWO (2) YOUTH DEVELOPMENT PROFESSIONALS [HR-21-171] (Lapwai)** part-time (29 hours or less per week). To lead and support the station activities, and to supervise their specific program area to ensure the safety of all Club members. Provide programs and activities within a specific program area such as Arts & Crafts, Gym, Games Room, Education Center and Teen Center. Provide guidance and discipline while building relationships utilizing the Youth Development Strategy. This position is supervised by the unit director. Responsible for planning, implementing, and evaluating educational activities in compliance with Boys & Girls Club Performance Standards. Requires a High School Diploma/GED. Prefer experience working with youth. Must pass a criminal background check. [Class description available at the NPT Human Resources Department](#). The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 9)



The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) [HR-21-175] (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 Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) [HR-21-176] (Full-time/Kamiah)** 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)

Extended: The Nez Perce Tribe Law and Justice Department is recruiting for: **PROSECUTOR [HR-21-177] (Full-time/Lapwai)** To represent the Tribe in all criminal and juvenile cases before Nez Perce Tribal Court, reviewing reports and charging cases, drafting written complaints, motions, proposed orders, legal briefs, jury instructions, sentencing recommendations, and other legal documents. Will represent the Tribe in civil prosecutions and Minor In Need of care/ICWA proceedings that come before the Tribal Court. Will supervise an Administrative Legal assistant, deputy prosecutor, and Child Support Enforcement attorney. Applicant must possess a Juris Doctor from an accredited school of law and be licensed to practice law by the state bar of any State Court, with ability to be licensed in a Federal Court, and the Nez Perce Tribal Court. Requires at least two (2) years (five (5) preferred) of successful experience as a prosecutor or criminal defense attorney, preferably in a tribal government setting. Please provide a legal writing sample with application, and resume listing at least three work-related 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



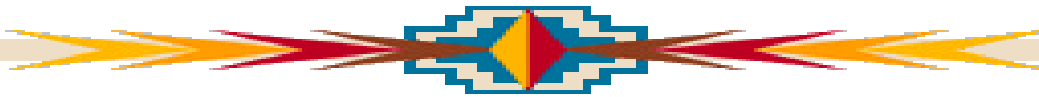
the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)

Extended: The Nez Perce Tribe Dept. of Natural Resource Water Resource Program is recruiting for: **WATER RESOURCES SPECIALIST [HR-21-169] (Full-time/Lapwai)** Responsible for assisting in a variety of tasks associated with assessing and improving water quality on the Nez Perce Reservation, including: stream restoration projects; water quality monitoring and riparian assessment; data collection and management; contract creation and supervision of subcontractors; report writing; professional presentations; and grant writing. Requires 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 relate field preferred; demonstrated leadership experience preferred. Please include cover letter and college transcript. 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 10/18/21.** (Grade 17)

Re-Advertisement: The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE [HR-20-104]** part-time (29 hours or less per week). 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)

Re-Advertisement: 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. **Open until filled.** (Grade 12)

The Nez Perce Tribe Mamay'isnim Hitéemenwees (Children's Place of Learning) is recruiting for: **HEAD START TEACHER III [HR-21-179] (Full-time/Lapwai)** 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 poses the ability to related to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole child" to include working with special needs children. Requires a Vocational/Technical Bachelor's of Applied Science (BAS) or a Bachelor's degree in Early Childhood or Education (BS) or a Bachelor's



degree in related field with a current CDA certification and one (1) year related experience. Current PE and TB required. Prefer a valid driver's license, but would require that the incumbent obtain a valid driver's license within six (6) months of appointment, with the ability to be insured under the Tribe's policy. Must obtain CPR and First Aid Certification within a reasonable time frame from date of employment. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **This position closes 10/18/21. (Grade 11)**

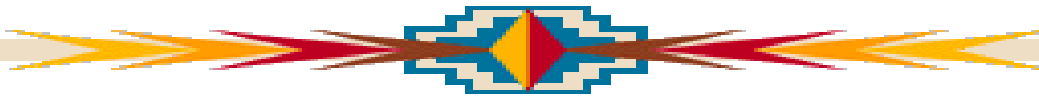
The Nez Perce Tribe Law & Justice Department-Tribal Court is recruiting for: **DATA ENTRY CLERK I [HR-21-180] (Full-time/Lapwai)** The purpose of this class is to input accurate data as required into the courts case management system, and provide clerical assistance to the Tribal Court. The class is designed to gain basic knowledge of how the Courthouse administration operates on a daily basis. This position is supervised by the Court Administrator. Prefer a High School Diploma or GED or specialized training, must submit to a criminal background check, no work experience required. 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. **This position closes 10/18/21. (Grade 6)**

The Nez Perce Tribe Law & Justice Department-Tribal Court is recruiting for: **TRIBAL COURT BAILIFF [HR-21-181] (Full-time/Lapwai)** The purpose of this class is to maintain order and provide security during courtroom proceedings, ensuring that the public, jury, legal teams, witnesses and defendants proceed through trials and other court proceedings with the required decorum. This position is supervised by the Court Administrator. Requires a High School Diploma or GED or specialized vocational training. Must submit to a criminal background check, three (3) months security experience preferred. 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 state(s) where you have been licensed to drive in the last three (3) years. **This position closes 10/18/21. (Grade 8)**

The Nez Perce Tribe Mamay'isnim Hitéemenwees (Children's Place of Learning) is recruiting for: **HEAD START TEACHER III [HR-21-182] (Full-time/Kamiah)** 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. Requires a Vocational/Technical Bachelor's of Applied Science (BAS) or a Bachelor's degree in Early Childhood or Education (BS) or a Bachelor's degree in related field with a current CDA certification and one (1) year related experience. Current PE and TB required. Prefer a valid driver's license, but would require that the incumbent obtain a valid driver's license within six (6) months of appointment, with the ability to be insured under the Tribe's policy. Must obtain CPR and First Aid Certification within a reasonable time frame from date of employment. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **This position closes 10/22/21. (Grade 11)**

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

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

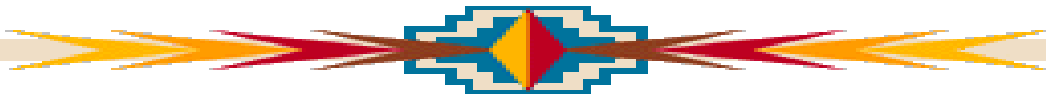


Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for 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 Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV [HR-20-138] (Full-time/Lapwai)** 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)

Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-147] (Lapwai)** part-time (29 hours or less per week). 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 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 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)

The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-167] (Full-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 Boys & Girls Club is recruiting for: **TWO (2) YOUTH DEVELOPMENT PROFESSIONALS [HR-21-171] (Lapwai)** part-time (29 hours or less per week). To lead and support the station activities, and to supervise their specific program area to ensure the safety of all Club members. Provide programs and activities within a specific program area such as Arts & Crafts, Gym, Games Room, Education Center and Teen Center. Provide guidance and discipline while building relationships utilizing the Youth Development Strategy. This position is supervised by the unit director. Responsible for planning, implementing, and evaluating educational activities in compliance with Boys & Girls Club Performance Standards. Requires a High School Diploma/GED. Prefer experience working with youth. Must pass a criminal background check. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 9)

Extended: The Nez Perce Tribe Law and Justice Department is recruiting for: **PROSECUTOR [HR-21-177] (Full-time/Lapwai)** To represent the Tribe in all criminal and juvenile cases before Nez Perce Tribal Court, reviewing reports and charging cases, drafting written complaints, motions, proposed orders, legal briefs, jury instructions, sentencing recommendations, and other legal documents. Will represent the Tribe in civil prosecutions and Minor In Need of care/ICWA proceedings that come before the Tribal Court. Will supervise an Administrative Legal assistant, deputy prosecutor, and Child Support Enforcement attorney. Applicant must possess a Juris Doctor from an accredited school of law and be licensed to practice law by the state bar of any State Court, with ability to be licensed in a Federal Court, and the Nez Perce Tribal Court. Requires at least two (2) years (five (5) preferred) of

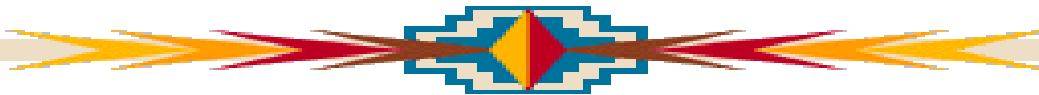


successful experience as a prosecutor or criminal defense attorney, preferably in a tribal government setting. Please provide a legal writing sample with application, and resume listing at least three work-related references. Class/job description available at the NPT Human Resources Department. The 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 24)

Extended: The Nez Perce Tribe Dept. of Natural Resource Water Resource Program is recruiting for: **WATER RESOURCES SPECIALIST [HR-21-169] (Full-time/Lapwai)** Responsible for assisting in a variety of tasks associated with assessing and improving water quality on the Nez Perce Reservation, including: stream restoration projects; water quality monitoring and riparian assessment; data collection and management; contract creation and supervision of subcontractors; report writing; professional presentations; and grant writing. Requires 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 relate field preferred; demonstrated leadership experience preferred. Please include cover letter and college transcript. 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 10/18/21.** (Grade 17)

Re-Advertisement: The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE [HR-20-104]** part-time (29 hours or less per week). 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)

Re-Advertisement: 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. **Open until filled.** (Grade 12)



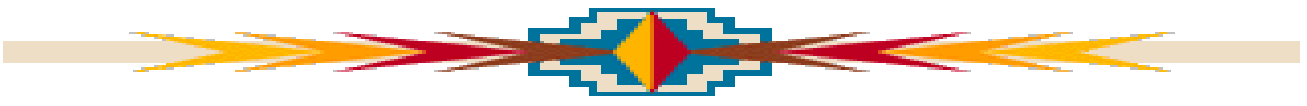
To apply: Recruitments for *Entry Level Positions (Grade 15 and below)* will require a completed Tribal application only. Recruitments for *Professional Positions (Grade 16 and above)* will require a completed Tribal application and resume. **Please submit one application per position:**

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:

- **Idaho Department of Parks & Recreation is recruiting for: P&R Manager Three for Coeur d'Alene's Old Mission State Park, and the Trail of the Coeur d'Alene's.** Duties include; Projects annual budget requirements and sets priorities; Prepares performance and financial reports; Plans, projects costs, authorizes purchases, and implements major work projects; Supervises subordinates and oversees work of permanent, seasonal and volunteer staff. For more information and how to apply go to <https://dhr.idaho.gov>. **Closing date 10/13/21. Park Rangers.** Positions are through the state of Idaho 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. **Once this announcement closes, on November 30, 2021,** you will need to reapply to be considered for future announcements. Please share with anyone who may be interested. This announcement can be found at <https://www.governmentjobs.com/careers/idaho/jobs/3215902/idaho-state-park-ranger-statewide-recruitment>.
- **NWIC (Northwest Indian College) is recruiting for: COVID-19 Maintenance & Sanitation Worker.** This is a full-time position with a duty station located at the Nez Perce site, starting wage of \$15.93 per hour. The Maintenance employee performs routine maintenance work on buildings, facilities and equipment along with the day-to-day maintenance needs required for the buildings, facilities and equipment. The duties require a variety of maintenance work in plumbing, electrical, carpentry, mechanical or related work. This position is funded by the COVID-19 CARES Act grant and all duties will be focused toward the preparation and safety management of all students and staff during this pandemic. **Review date 10/25/21. Student Success Support Administrator.** This is a part-time position (20 hours per week) with a duty station located at the Nez Perce site, starting wage of \$15.06. The Student Success and Support Administrator will provide administrative and student support to college and community education students who are admitted or seeking admissions to Northwest Indian College. This position will engage students weekly during the Fall quarter and provide technical, academic, and emotional support, by answering questions, especially as students navigate their first college quarter during the pandemic. The Student Success and Support Administrator will support both the Nez Perce Site Staff and Faculty, as well as the Site Manager on student outreach, recruitment, and retention coordination. During these Covid-19 times, more inquiries, applications, and admitted/registered students have been made to NWIC. This position is necessary to provide administrative and student support for program entry with the



increased work and navigational access barriers created by COVID-19. **Review date 10/25/21.** For more information and how to apply for these recruitments visit www.nwic.edu.

- **Nez Perce County Assessor's Office is recruiting for: Appraiser II.** This is a full-time position with a starting wage of \$20.77-\$23.09/hour, DOE/DOQ, plus exceptional benefits including: PERSI retirement, excellent medical insurance and generous vacation/sick/holiday leave. Min. Qualifications: High school graduate/equivalent; considerable knowledge of valuation and appraisal of real and personal property; experience using appraisal software applications; and preferably valid Idaho State Ad Valorem Appraiser Certification. Preferred Qualifications: Five years' progressive work experience in real estate appraisal and successful completion of the Idaho State Tax Commission Courses I and/or IAAO Courses and USPAP. In the event the Assessor is unable to hire a licensed, experienced Appraiser II, an Appraiser I or Appraiser Trainee may be considered for this vacancy. You may view the job description and application at www.co.nezperce.id.us/Departments/Personnel or at NPC Personnel Dept, 1225 Idaho Street, Lewiston, ID 83501. **Closing date 10/21/21.**
- **Lewiston Morning Tribune is recruiting for:** Newspaper Contractor to deliver to the homes that service **Lapwai** area. Deliveries occur in the early morning hours Tuesday through Sunday each week. The carrier will pick up the newspaper bundles at our drop locations in **Lapwai** and then deliver to customers in and around the city of **Lapwai**. Deliveries require an insured and reliable all-season type vehicle. The route pays approximately \$500.00 per month which includes a fuel allowance. Delivery compensation is paid on the 5th and 20th of every month. If you, or someone you know is looking for a good supplemental income, please have them contact our office as soon as possible for a more extensive discussion. Call (208) 746-8742 and reference 5510. **Open until filled.**
- **NIGHTFORCE is recruiting for: Recruitment & Training Specialist, and Production Assemblers.** For more information and how to apply go to <https://nightforceoptics.applicantpro.com/jobs/>. **Closing dates vary with recruitments.**
- **Northwest Portland Area Indian Health Board (NPAIHB) is recruiting for: Grants Management Specialist:** The Grants Management Specialist (GMS) plays a critical role in the overall funding health of the Board by providing a team through which all grants are submitted, thus providing a standardized grant process, and streamlining efforts across the organization. The GMS will encourage the ongoing development and submission of grants that advance the mission of the NPAIHB. The GMS will serve as the grants liaison and work collaboratively with Grants Management team, NPAIHB staff, external partners, and funders to produce competitive grant applications. The GMS will ensure that specified requirements are addressed thoroughly and all aspects of each application are completed and submitted on time. The GMS will ensure a high-level of excellence and completion of written materials produced by the Board. The GMS will provide ongoing research for funding opportunities for the entire NPAIHB, as well as member tribes. The GMS will work directly with the Compliance Manager and Fund Accounting Manager on post-award monitoring, reporting, and submissions. **Operations Manager:** The Operations Manager (OM) plays a critical role for supporting Northwest Portland Area Indian Health Board (NPAIHB) in-person and virtual operations. This position will be Portland based, considered essential staff, and work in the Portland office to support administrative needs of all staff. The OM will be the point person through which all office operations are submitted with a focus on standardization of processes. Standardization will include digitalizing of records, managing business applications, providing application user training and support, managing office machines, and streamlining efficiency efforts across the organization. The OM will work directly with the building manager to communicate and direct facility needs. The OM will support the Grants and Contracts Manager via their records and contracts management activities, pulling standard files as-needed for proposal submission. Additionally, the OM is responsible to support the Compliance Manager as needed for sub-award monitoring. The OM is responsible to keep track of NPAIHB operations, identify areas of




potential improvement, communicate them to the Deputy Director, and participate in improvement efforts. For more information and how to apply go to www.npaihb.org **Closing dates vary with recruitments.**

- **Lapwai School District is recruiting for: Certified Floating Substitute Teacher/Temporary full-time (Long term sub. rate is \$155/day and includes benefits), Behavior Intervention Paraprofessional, Education Sign Language Interpreter, High School Boys Basketball C Squad Coach, High School Track Coach, and Substitute Custodians, and Kitchen Help.** Applications can be found on the website www.lapwai.org, or contact Connie Desjarlais at the District Office: (208) 843-2622 at ext. 3. **Positions are open until filled.**
- **AVISTA is recruiting for: Human Resources Recruiter, Security Professional, Systems Operator EIM/Reliability, Registered Nurse, System Planning Engineer, Energy Settlement Analyst, Journeyman Hydro Operator, and a Journeyman Protection Control Meter Technician.** 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.**
- **The Nez Perce Tribal Housing Authority (NPTHA) is recruiting for: Grants Coordinator-HAF.** Full time Grants Coordinator for our new US Treasury Homeowners Assistance Fund. Develop, manage and report on required activities, thorough knowledge and understanding of mortgage financing and re-financing, and other administrative support functions. Bachelor degree in related field, two years administrative experience, excellent skills in customer service, math calculations, writing, organizing, office machines, computers & technology, valid driver's license and bondable. Nez Perce and Indian Preference applies. Submit NPTHA application to: Nez Perce Tribal Housing Authority, P.O. Box 188, Lapwai, ID 83540. For job description or more information, please call (208)843-2229. **Open until filled. Finance & Operations Manager:** Full time w/excellent benefits. To administer and manage all aspects of accounting and general operations. Bachelor degree in Business or Accounting; 3 yrs. experience as full charge bookkeeper; (or Associates degree w/5 yrs. full charge bookkeeping); 3 yrs. supervising experience. Direct experience in public/Indian housing accounting, banking, financing, audit preparation is desirable, applicant must possess excellent verbal and written communication skills, knowledgeable in human resource & payroll management, financial reporting, proficiency in financial software applications, and procurement practices. Salary - DOQ, Indian preference will apply, **Open until Filled.** send NPTHA job application and 3 work related references to: Executive Director, Nez Perce Tribal Housing Authority, P. O. Box 188, Lapwai, ID 83540. Or email lauriec@nezperce.org For more information please call 208 843-2229: REPOSTED 9/24/2021.

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

Latest Job Information for the Northern Region of the Forest Service



For all the latest on our jobs including:

- Summer positions for Summer 2022
- Recent Graduate jobs in STEM & Forestry
- Intern opportunities in STEM & Forestry, and
- All permanent positions including entry level jobs

[PLEASE CLICK HERE](#) or go to: <https://mailchi.mp/3cd06d3ed131/latest-job-info>