

~ NOVEMBER 29, 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

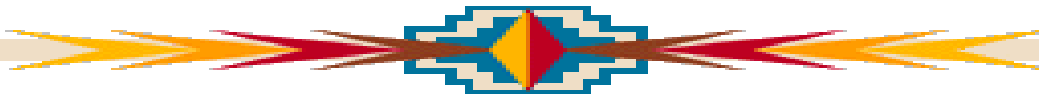


ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

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)

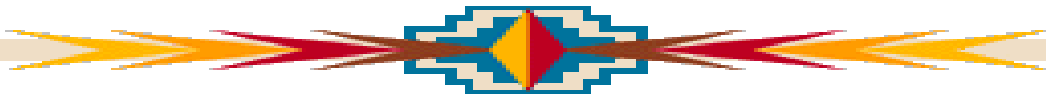
The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III [HR-20-102]** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. 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)**

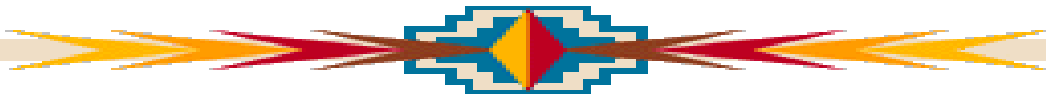


Revised: The Nez Perce Tribe Department of Technology/KIYE Radio Station is recruiting for: **PROFES- SIONAL III - RADIO SUPERVISOR [HR-20-159] (24-36 hours per week/Lapwai)**. The purpose of the class is development, and oversight of contracts and/or projects. Assign, review, and conduct duties relating to the collec- tion, 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. Will be responsible for contract deliverables for specific project(s). Requires Bachelor's degree in Journalism, Communications, Business or closely related field, or an equivalent combination of formal training, education and experience which demon- strates the ability to perform all the duties of the position. Three (3) years' experience will substitute for one (1) year formal education. Requires three (3) years related professional level experience, knowledge and experience in related field. 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 re- quired. 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 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 experi- ence 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 re- quired. 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 chil- dren. 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)

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.

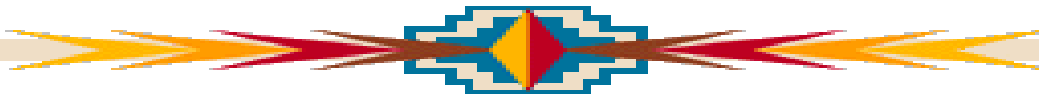


Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) 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 Dept. of Natural Resource Water Resource Program is recruiting for: **PROFESSIONAL II/BROWNFIELDS TRIBAL RESPONSE PROGRAM COORDINATOR [HR-21-185] (Full-time/Lapwai).** Salary: \$50k-\$60k DOE plus generous benefits package. We are looking for a dynamic, self-motivated professional to join our creative, supportive, results-driven team to help transform vacant lots and blighted properties into healthy community spaces. Job duties will include conducting and overseeing environmental site assessments; data collection, analysis, and management; contract creation and supervision of subcontractors; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's degree in geology, hydrology, engineering, chemistry, environmental science, planning, or related 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. Please provide cover letter along with resume. 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)

Extended: The Nez Perce Tribe Executive Committee (NPTEC) is recruiting for: **ENTERPRISE EXECUTIVE OFFICER [HR-21-187] (Full-time/Lewiston)** For the overall vision, long range goals, direction, operation and function of the Nez Perce Tribal Enterprises. Position reports directly to the NPTEC Chairman and is responsible for communication to the NPTEC and Enterprise Board. Oversees and administers the overall operation of the tribal enterprises that includes but not limited to two (2) casinos, two fuel convenience stores, and future economic endeavors. Responsible for staff supervision, strategic planning, budget, training, policy development, contracts, grants, acquisitions, reporting and providing critical fiscal management information to management and elected officials. Requires a Bachelor's degree in business, accounting, marketing, finance, management or related field (Master's preferred) with five (5) years business management experience in a tribal setting, five (5) years supervisory capacity of large number of staff. "Please provide college transcripts" Three (3) years' experience in a related position will substitute for one (1) year of education. Requires eight (8) years' experience derived from working with tribal business enterprises. Requires three (3) years of Tribal Gaming management experience, and eligibility to obtain a Tribal Gaming License. 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



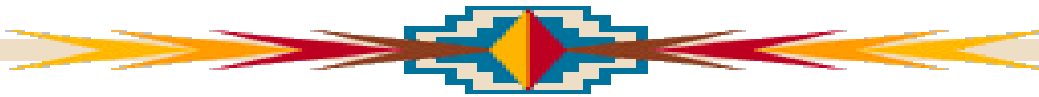
DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 11/30/21.** *(Grade 28)*

The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-189] (Full-Time/Lapwai)** Requires excellent organizational and multi-tasking skills to implement the comprehensive prevention outreach objectives for the program's multiple funding sources. Responsible for educational presentations, materials development using tribal specific messages/imagery and available tribal specific data on alcohol, tobacco, and other drugs (ATOD). Responsible for delivering reservation wide 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. This position report directly to the Students for Success Director. 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 11/30/21.** *(Grade 12)*

The Nez Perce Tribe Department of Fisheries Resource Management is recruiting for: **FISHERIES TECHNICIAN I/FISH CULTURIST [HR-21-190] (Full-time/Dworshak)** Serves as a member of the production staff rearing fish indoors and out of doors in all types of weather. General work experience preferred. Must be highly motivated and be able to work cooperatively with others. Knowledge and experience with salmon fish hatchery operations is beneficial. Requires a High School Diploma/GED. 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 12/7/21.** *(Grade 9)*

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)*

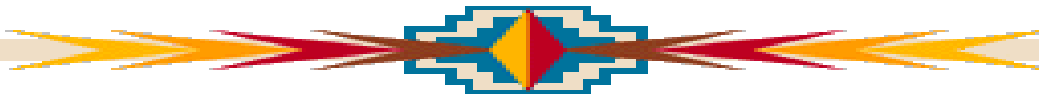


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Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: **PREVENTION OUTREACH WORKER [HR-21-147] (Lapwai)** part-time (29 hours or less per week). This position will report directly to the Students for Success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

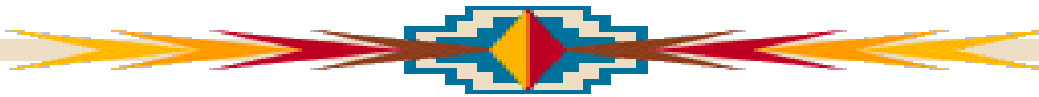


The Nez Perce Tribe Boys & Girls Club is recruiting for: **TWO (2) YOUTH DEVELOPMENT PROFESSIONALS [HR-21-171] (Lapwai)** part-time (29 hours or less per week). To lead and support the station activities, and to supervise their specific program area to ensure the safety of all Club members. Provide programs 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)

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

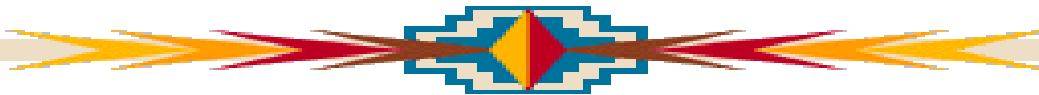


field. Requires one-year experience. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a 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 Dept. of Natural Resource Water Resource Program is recruiting for: **PROFESSIONAL II/BROWNFIELDS TRIBAL RESPONSE PROGRAM COORDINATOR [HR-21-185] (Full-time/Lapwai).** Salary: \$50k-\$60k DOE plus generous benefits package. We are looking for a dynamic, self-motivated professional to join our creative, supportive, results-driven team to help transform vacant lots and blighted properties into healthy community spaces. Job duties will include conducting and overseeing environmental site assessments; data collection, analysis, and management; contract creation and supervision of subcontractors; technical report writing; budget management; professional presentations; and grant writing. Position requires a bachelor's degree in geology, hydrology, engineering, chemistry, environmental science, planning, or related 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. Please provide cover letter along with resume. 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)

Extended: The Nez Perce Tribe Executive Committee (NPTEC) is recruiting for: **ENTERPRISE EXECUTIVE OFFICER [HR-21-187] (Full-time/Lewiston)** For the overall vision, long range goals, direction, operation and function of the Nez Perce Tribal Enterprises. Position reports directly to the NPTEC Chairman and is responsible for communication to the NPTEC and Enterprise Board. Oversees and administers the overall operation of the tribal enterprises that includes but not limited to two (2) casinos, two fuel convenience stores, and future economic endeavors. Responsible for staff supervision, strategic planning, budget, training, policy development, contracts, grants, acquisitions, reporting and providing critical fiscal management information to management and elected officials. Requires a Bachelor's degree in business, accounting, marketing, finance, management or related field (Master's preferred) with five (5) years business management experience in a tribal setting, five (5) years supervisory capacity of large number of staff. "Please provide college transcripts" Three (3) years' experience in a related position will substitute for one (1) year of education. Requires eight (8) years' experience derived from working with tribal business enterprises. Requires three (3) years of Tribal Gaming management experience, and eligibility to obtain a Tribal Gaming License. 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 11/30/21.** (Grade 28)

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)

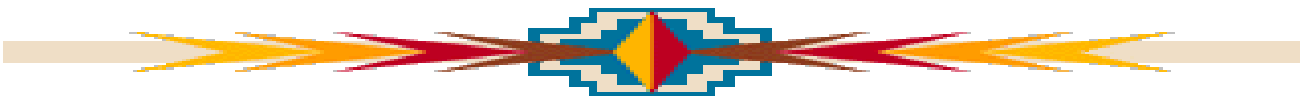
To apply: Recruitments for *Entry Level Positions (Grade 15 and below)* will require a completed Tribal application only. Recruitments for *Professional Positions (Grade 16 and above)* will require a completed Tribal application and resume. **Please submit one application per position:**

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:

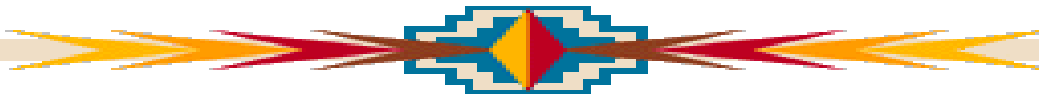
- **Idaho Department of Parks & Recreation is recruiting for: Park Rangers.** Positions are through the state of Idaho to provide education and information services for park visitors, maintain park facilities and grounds areas, and ensure compliance with park rules and regulations. This announcement 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>.

- **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. **Closing date 12/02/21.** For more information and how to apply for recruitments go to www.npaihb.org.
- **State of Washington Department of Social & Health Services (DSHS) is recruiting for: Assistant Secretary of Economic Services Administration.** Located in Olympia, WA. Directly reporting to the Secretary of the Department of Social and Health Services, the Assistant Secretary leads initiatives using innovation, compelling communication and collaboration internally and externally to identify how we can provide resources that support the social and economic services for Washingtonians. As a national leader, DSHS/ESA provides tools and resources to build well-being including cash grants, food and medical assistance, employment-focused services, refugee assistance, disability determinations and child support collection. ESA employs close to 3800 people, has a biennial budget of 2.7 billion and provides poverty reduction services to 1.8 million people in Washington State. For more information and how to apply go to <https://www.governmentjobs.com/careers/washington/jobs/3309845/dshs-assistant-secretary-of-economic-services-administration?keywords=assistant%20secretary&pagetype=jobOpportunitiesJobs>. **Closing date 12/6/21.**

Nez Perce Tribal Housing Authority is recruiting for: Administrative Assistant. Full-time with excellent benefits. To support multiple grant funded programs. Requires two-year degree or equivalent in related college courses, two years of administrative experience and one-year supervisory experience preferred. Applicant must possess excellent verbal and written communication skills, ability to work independently, excellent office management skills, excellent mathematical skills, proficient in various software applications, database mgt., charts, graphs and presentation. **Closing date is 12/10/2021.** **Maintenance/Construction Worker.** This a full-time with excellent benefits. Starting pay \$16.90 per hour. For our rental units in the **Lapwai area**. Minimum four years' experience in residential maintenance/construction, high school diploma or GED, valid driver's license and be insurable. Skilled in-home repairs, construction knowledge in carpentry, plumbing, electrical, roofing, sheet rocking and painting. Legible writing, ability to document all work performed on appropriate forms, communication skills and great customer service. The NPTHA reserves the right to transform this position into a training position if sufficient Indian Preference applications are not received. **Open until filled.** Tribal & Indian preference will apply. Please send NPTHA application to: Executive Director, Nez Perce Tribal Housing Authority, P. O. Box 188, Lapwai, ID 83540. NPTHA application can be found on <https://nezperce.org>.



- **Nez Perce County is recruiting for: Heavy Equipment Operator, Planner, and Juvenile Detention Support Technicians O/C.** For more information and how to apply go to <https://www.co.nezperce.id.us>. **Closing dates vary with recruitments.**
- **Palouse Conservation District/Pullman, WA. is recruiting for: Grants & Contracts Coordinator. This is a full-time position.** The Grants and Contracts Coordinator is responsible for overall grants/contracts coordination, contracts/agreements review, oversight of grant and contract budgets, match tracking, deliverable tracking, administration of the Regional Conservation Partnership, and serving as a liaison to funding sources and partners. The Grants and Contracts Coordinator provides support to Palouse Conservation District programs to develop and track program budgets, review deliverables for the annual plan of work and track annual plan of work progress. The Grants and Contracts Coordinator assists the Finance & Admin Manager with salary tracking, posting payroll to grants/contracts, and annual budget development and tracking. The Grants and Contracts Coordinator ensures that all District grants and contracts are administered in accordance with applicable local, state and federal laws, regulations and policies. For more information and how to apply go to <https://palousecd.org>. **Open until filled.**
- **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.**
- **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: Permit Coordinator, System Architect, Protection Engineer, CETA Analyst, Construction Service Tech., Substation Electrical Engineer, Civil Engineer, Public Safety Specialist, 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.**
- **Lewiston Department of Labor is recruiting for: Home Care Aide (#1437372), Store Color Mixer (#1610687), Cahier/Customer Service (#1610615), Office Assistant (#1609613), Warehouse Worker (#1606868), Heavy Equipment Operator (#1452580), Laborer/Roofer (#1451592), Concrete Finisher (1551389), Lawn & Landscape (#1435375), and Machine Operator (#1491567),** For more information and how to apply for recruitments go to <https://www.labor.idaho.gov>. **Closing dates vary with recruitments.**
- **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.**



- **Night Force is recruiting for: Firmware Engineer.** For more information and how to apply go to <https://night-forceoptics.applicantpro.com/jobs/>. Open until filled.
- **Confederated Tribes Of The Umatilla Indian Reservation (CTUIR) is recruiting for: Vocational Rehabilitation (VR) Specialist, Public Transit Bus Driver, Public Works Director, Tribal Set-Aside Project Coordinator, Police Officer (5 positions), Male Re-Education/Intervention Facilitator, Surveillance Operator (3 positions), Firefighter/EMT and Paramedic, Patrol/Administrative Sergeant, Communications Officer, OIT Secretary II, Sexual Assault Advocate, Intimate Partner Violence and Sexual Assault Therapist, Child Youth Advocate, Fisheries Habitat Biologist III, Web Programmer, Youth Services Manager, Transit Assistance Program Manager, Teacher Assistant/Data Entry, Reporter, Lead Investigator for Child and Adult Welfare, DCFS CPS Investigator, Nixyáawii Education Center Cook, TERO Compliance Officer, Child Protective Services Intake/Investigator 1, Facility Technician I or Trainee, Secretary/Receptionist, Child Welfare Case Worker I, Archaeological Field Technician I or II, Facilities Maintenance Technician I, Program Manager-CTUIR Food Distribution Program, Technician 1-Hatchery (Facility Watch Operator), and Cook-Cashier (Up to 2 positions).** For more information and how to apply go to www.ctuir.org. Closing dates vary with recruitments.

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