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 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 a High School Diploma/GED. 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. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 12)
The Nez Perce Tribe Department of 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 a High School Diploma/GED. 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. 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 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 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 Mamá’yəsnim Hítéemenwees (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 mealtime, 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 Mamá’y’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 mealtimes, 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 Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) [HR-22-103] (Full-time).**

- To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma or equivalent college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty-one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class/job description available at the NPT Human Resources Department. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. 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 21/$27.58)*

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (LATERAL) [HR-22-104] (Full-time).**

- To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision.
Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a High School Diploma/GED or equivalent and college level education preferred. Requires proof of U.S. citizenship. Lateral entry officer must be at least twenty-one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Requires at least two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class/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 21/$28.41(DOQ)

Extended:

The Nez Perce Tribe Police Department is recruiting for: JAIL COMMANDER [HR-22-121] (Full-time/Lapwai). The purpose of this class is to supervise all Correction Division Teams’ activities in protecting and serving the Nez Perce Tribe members. Responsible for planning, organizing and implementing operations and programs in the Corrections Division. Shall make independent decisions or recommendation in hiring, promotions, transfer, discipline, or discharge of Correction Division employees under applicable policies and procedures. Manages the required programs related to feeding, clothing, medical care, recreation, safety, cultural outreach and inmate’s education. Ensures the inmates are informed of jail rules; proper inmate release dates are accomplished; the correctional facility maintains fire and safety codes as required; division responsibilities related to inmate’s transportation are accomplished. This is a sworn law enforcement commissioned position under the supervision of the Chief of Police. Requires a Bachelor’s degree or education and training equivalent to four (4) years of college education. College equivalency requires either: (1) a minimum of twenty (20) hours of college-level course work and six (6) years of correctional or law enforcement experience, with at least four (4) years of proven leadership in a position as a Lieutenant or above OR (2) Ten (10) years of correctional or law enforcement experience with at least four (4) years of proven leadership in a position as a Lieutenant or above. Being at least twenty-one (21) years of age at time of appointment. Requires basic police officer course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officer Standards and Training (POST) from any state. The selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to and to retain employment. The candidate must enter into a contract with the Nez Perce Tribe to work for Four (4) consecutive years from date of hire. Must have an honorable, good conduct, or honorable discharge from military service if applicable. Requires at least four (4) years’ experience in law enforcement or corrections. Experience demonstrating leadership capabilities and good knowledge of management and supervisory practices. 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 25/$34.81(DOQ)

**Open until filled.**
(JHTWC) set by the Court Orders, this also includes other adult and/or juvenile offenders. This position is supervised by the Probation Supervisor. Requires an associate degree in criminal justice or related field, or substitution of certificate of completion in Probation, Law Enforcement, Misdemeanor Probation training or Police Officer POST Academy certification. Requires two (2) years successful experience in a law enforcement or judicial environment, preferably as a probation officer. 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 current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 13)

Re-Advertised: The Nez Perce Tribe Department of Boys & Girls Club is recruiting for: PROGRAM DIRECTOR [HR-22-148] (Full-time/Lapwai). The Program Director is a member of the administrative staff team, assisting the Unit Director and supporting Club personnel, Club members and all Club grants, programs, activities and events. Responsible for providing onboarding and continued training for Club personnel, supervising Club personnel, ensuring safe, fun and a positive environment; Will provide guidance and discipline for Club members and notify or communicate with Club member’s parent/guardian on any Clubhouse information, accident/incidents and/or behavioral issues and suspensions involving their child. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year college. Must possess and maintain CRP, First Aid, and Automated External Defibrillator (AED) Certification within six (6) months of employment. Must pass a criminal background check. Requires previous management experience and one (1) year supervisory work experience with youth ages 5-18. Experience with Boys & Girls Clubs 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 current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 13)

The Nez Perce Tribe Department of Law & Justice is recruiting for: CHIEF OF POLICE/DIRECTOR OF PUBLIC SAFETY [HR-22-160]. To supervise staff and provide management of the Nez Perce Tribal Police, and related law enforcement and emergency services. Responsible for staff planning, civil and criminal processes, training, equipment, supplies budget, policy, and reporting. Researches and formulates long range goals for the organization; develops policies and position papers and reports to the Law & Order Executive Officer (LOEO). This position is hired under contract with the Nez Perce Tribe. Requires one of the following: Master’s degree in Law Enforcement or closely related field with no less than seven (7) years of successful Law Enforcement experience including no less than four (4) years successful supervisory experience in a law enforcement agency; Bachelor’s degree in Law Enforcement or closely related field with no less than ten (10) years of increasingly responsible and successful Law Enforcement experience including no less than five (5) years’ successfully supervisory experience in a law enforcement agency; Successful completion (2.5 gpa or higher) of at least two (2) years of post-secondary education preferably including courses in Law Enforcement or a closely related field, with no less than fifteen (15) years of increasingly responsible and successful Law Enforcement experience including no less than five (5) years’ successfully supervisory experience in a law enforcement agency; Successful completion (2.5 gpa or higher) of at least two (2) years of post-secondary education preferably including courses in Law Enforcement or a closely related field, with no less than fifteen (15) years of increasingly responsible and successful Law Enforcement experience including no less than seven (7) years of successful supervisory experience in a law enforcement agency. Requires basic police officer course graduation for the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officer Standards and Training (POST) from any state. 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 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 26, annual salary of 95k-125k DOQ)
The Nez Perce Tribe Department of Executive Direction/Tribal Transit System is recruiting for: **ADMINISTRATIVE SPECIALIST II/DISPATCHER [HR-22-161] (Full-time/Lapwai).** To provide general clerical support for the Transit Director and staff. The class will follow policies and procedures; takes initiative to complete assignments on time under general supervision of the Transit Director. Requires the ability to input data utilizing a computer, to record projects reports, scanning, copying, transcribing information and data entry. Must be able to perform routine office tasks, data entry, and word processing, from desk reception services. Maintain accurate logs and files to ensure verification of activities; gather and compile information to be used by others; maintain confidentiality at all times, operate Transit Dispatch when needed. Complete and input various Transit reports into various on-line data bases. Must obtain a Class C CDL with passenger endorsement (transport 15 or more passengers.) within nine (9) months of employment with Transit preferred. Requires a high school diploma/GED. Requires two (2) years of college education, or vocational technical, with emphasis in administrative skills, business, or a closely related field. Requires one (1) year experience working in office environment with similar duties per class description, tribal government 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 11)**

The Nez Perce Tribe Department of Law & Justice/Tribal Court is recruiting for: **COURT CLERK I [HR-22-171] (Full-time/Lapwai).** Establishes, monitors, and maintains court records and files; retrieves documents and records from departmental filing system. Maintains court calendars; schedules hearing and trial dates, including arrangements for jury trials; research, prepares and distributes notices of hearings. Establishes procedures for setting up civil cases and jury trial files; prepares documents for court cases, including notices of hearing, court orders, restraining orders, and other legal actions according to established protocols. Receives and files complaints; issues warrants, summons, and notices. Develops appropriate forms, notices, and document formats to improve customer service, data collection, data entry, and records management operations. Provides informational assistance to litigants, witnesses, attorneys, staff, judges, and the general public; answers phones and assists visitors. Collects fines, payments, judgments, and court costs from attorneys, litigants, defendants, and others; maintains logs and account records. Requires a High School Diploma or GED or specialized vocational training. Requires one (1) year experience to essential tasks. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other states where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 7)**

**Re-Advertised:** The Nez Perce Tribe Social Services Indian Child Welfare Program is recruiting for: **RESIDENT MENTOR [HR-22-172] (Full-time/Lapwai).** To provide a safe, accountable and consistent environment at all times, by being responsible for all immediate care duties to children ages birth-17 referred to the Children’s Home. Requires complying with the procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high levels needs of clientele served. Requires strict confidentiality and candidate must demonstrate a healthy lifestyle within the community. Requires high school diploma or GED, one (1) year experience dealing with child in group environments, ability to complete CPR/First Aid certification within 30 days of hire, ability to complete food handler’s certification within 30 days of hire, complete on-going in-service training within 90 days of hire. Must be drug free and free from physical conditions, which might adversely affect performance as a childcare provider, in a 24 hour, 7 days a week facility. Please include two (2) letters of reference letters. 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 Boys & Girls Club is recruiting for: **MEMBERSHIP SERVICES DIRECTOR [HR-22-178]** (Full-time/Lapwai). Responsible to perform a variety of office manager duties for program staff regarding the Boys & Girls Club as authorized under the Boys & Girls Club Management. Employee is the primary link of communication between members, parents, and the general public. Responsible for maintaining a positive, friendly interactions, and maintain a clean, organized image at the front counter. Serves as the receptionist and office manager.  

Must keep current records in the Membership Tracking Services (MTS). Position is supervised by the Executive Director of the Boys & Girls Club. Requires one (1) year of college experience or technical training equivalent to one year or High School Diploma/ GED with three years’ work experience with a Boys & Girls Clubs of America. Requires minimum of two (2) years’ experience in customer service and be willing to receive continuous on-the-job training as needed. 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/Step 4)

The Nez Perce Tribe Boys & Girls Club is recruiting for: **YOUTH DEVELOPMENT PROFESSIONAL [HR-22-179]** (Part-time (29 hrs. or less)/Lapwai). 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/Step1)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **CHIEF JUDGE [HR-22-185]** (Full-time/Lapwai). Requires a wide range of legal, administrative, management and budgetary skills. Presides over the Tribal Court, and hears, or assigns to other Tribal Court Associate and Pro-Tem judges, all cases heard in the Tribal Court. Handles all phases of civil and criminal litigation, drafts orders, opinions, memoranda and other legal documents, and fulfills all other duties required to assure an effective and fair Tribal Court. In addition, supervises Associate Judges, Court Administrator and Healing to Wellness Court Coordinator. Must be at least 25 years of age. Requires three (3) years’ judicial experience or ten (10) years’ experience in active practice of law, preferably in a Tribal Court, and three (3) years of supervisory experience. Evidence of success in court administration and court budget development is preferred. Applicants must demonstrate that they have a thorough knowledge of Indian law, the Nez Perce Tribal Code, and applicable federal law, including but not limited to the Tribal Law and Order Act and Violence Against Women Act. Must have a Juris Doctor from an accredited law school and must be a member in good standing of a state bar. This is a four (4) year contract position with generous salary and benefits. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 28)
The Nez Perce Tribal Social Services Indian Child Welfare Program is recruiting for: **ICW-RESOURCE CASEWORKER I [HR-22-189] (Full-time/Lapwai)**. Responsible for case management, data entry, and reporting. Works within a general outline of work to be performed, developing work methods, sequences under the direct supervision of the Director of Indian Child Welfare. Responsible for the protection of children enrolled or eligible for enrollment in a federally recognized Tribe within boundaries of the Nez Perce Indian Reservation. Responsible for promoting family preservation and brokering resources to children and their families. Responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Requires (2) two years of college education (48 credits). Three (3) years of relevant job experience may be substituted for one (1) year of college education. Requires (6) months experience working with children, youth, elders, and families. Experience working in Tribal community preferred. Must be able to pass a criminal background check prior to employment or within fifteen (15) days of hire. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **Open until filled.** *(Grade 15)*

The Nez Perce Tribe Students for Success Program is recruiting for: **PREVENTION OUTREACH SPECIALIST [HR-22-191] (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 development and implementation of project goals and objectives to cultivate positive change in youth behavior with evidence-based best practices to serve youth though cultural activities and life skills. Coordinates prevention and enrichment activities with other youth programs, outreach services and education agencies. Works closely with Program Director to implement, monitor, and evaluate Tribal Youth project. Must have excellent writing and oral communication skills, highly motivated and have the ability to work independently and cooperatively with others. Requires associate degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education. Three (3) years of relevant experience is equivalent to one (1) year of college. Requires two (2) years of experience in any of the following areas: Drug and Alcohol prevention, intervention or treatment, criminal justice, social work or any discipline involving youth (volunteer or paid.) This position will report directly to the Students for Success Director, with the responsibility 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **Open until filled.** *(Grade 13)*

The Nez Perce Tribe Law & Justice Department-Tribal Court is recruiting for: **DATA ENTRY CLERK I [HR-22-193] (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 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’s Environmental Restoration and Waste Management Program is recruiting for: **HYDROGEOLOGIST SPECIALIST/PROFESSIONAL III [HR-22-194] (Full-time/Lapwai)**. Will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. The position requires a Bachelor’s degree (Master’s preferred) in Geology, Geochemistry, Geophysics, Environmental Science, Nuclear Science, Soils or a closely related field. Required knowledge, skills and experience with: the development of experimental study...
designs, advanced statistical analysis, monitoring and evaluation of large-scale management programs, report writing, journal publications and professional presentations. Requires three (3) years professional level experience with Bachelor’s or one (1) year professional level experience with Master’s degree. Requires two (2) years supervisory experience. Please provide proof of degree. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 20)

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: ENVIRONMENTAL RISK SPECIALIST/PROFESSIONAL IV [HR-22-197] (Full-time/Lapwai). Relevant experience with the Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program's role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington, regulate air quality on the Tribe’ Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be comfortable reviewing, analyzing, and commenting on environmental risk assessments related to RCRA and CERCLA actions at the Hanford Site. Will need to be a team player and have sound judgement, accompanied by excellent research, writing, and communications skills. Will also have the ability to analyze complex risk assessment issues; to delve deeply into environmental strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of environmental issues that require prompt and accurate analysis. Requires four (4) years professional experience with a Bachelor’s, two (2) years professional experience with Master’s, or one (1) year professional experience with PhD. Please provide proof of degree. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 21)

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: HANFORD LEGAL/POLICY ANALYST [HR-22-198] (Full-time/Lapwai). Relevant experience with the Resource Conservation and Recovery Act (RCRA), National Environmental Policy Act (NEPA), and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program’s role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington, regulate air quality on the Tribe’ Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be comfortable handling legal issues related to RCRA, NEPA, and CERCLA. The ideal candidate will be a team player and will have sound judgement, accompanied by excellent research, writing, and communications skills. Will also have the ability to analyze complex factual, legal, and policy issues; to delve deeply into environmental strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of environmental issues that require prompt and accurate analysis on a day-to-day basis. Requires membership in the Washington and Idaho state bar or willingness to attain membership in both associations within one (1) year of assuming the position. Requires a Juris Doctorate degree from an accredited law school. One (1) year of legal practice experience preferred. Please provide proof of degree. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 28)

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: CHEMIST/TOXICOLOGIST [HR-22-199] (Full-time/Lapwai). Relevant experience with the Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program’s role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington. The candidate must be competent reviewing, analyzing, and commenting on proposed management of hazardous and radiological wastes at the Hanford Site under RCRA and CERCLA actions. Will need to be a team player and have sound judgement, accompanied by research, writing, and communications skills. Will also have the ability to analyze complex hazardous waste management issues; to delve deeply into environmental cleanup strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of waste management issues that require prompt and accurate analysis. Requires a minimum of six (6) years professional experience with Bachelor’s, four (4) years professional experience with Master’s, or two (2) years professional experience with PhD. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 21)

**Extended:** The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **BUS OPERATORS/DISPATCHERS [HR-22-200] (Full-time/Lapwai).** To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires a High School Diploma/GED. 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. 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 12/23/22.** (Grade 12)

The Nez Perce Tribe Department of Social Services/Indian Child Welfare is recruiting for: ‘*init* ‘HOMETOWN MENTOR(S) [HR-22-201] (Full-time/Lapwai). The purpose of this class is to provide 24-hour care of clients in the sober living home and in-house activities, as well as, to provide mentorship to resident youth clients 14-18 years of age. Provide support and coordination of services in partnership with appropriate agencies and partners. Addressing the needs of youth clients utilizing cultural knowledge, and values to ensure holistic recovery support in aftercare treatment. Requires working evenings, weekends, holiday and residing in the home when on duty. This position is under the direct supervision of the Init “Home” Coordinator. This position requires one (1) year of experience dealing with children/youth in group environments. Requires a high school diploma/GED. Must obtain CPR and First Aid, and Food Handlers certification within 30 days of hire. Must be able to pass a criminal background investigation prior to employment or within fifteen (15) days of hire. The qualified applicant must be drug free and free from physical conditions, which might adversely affect performance as a youth care provider. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Natural Resources/Cultural Resources is recruiting for: **FIELD ARCHAEOLOGIST/PROFESSIONAL III [HR-22-202] (Full-time/Lapwai).** Position is responsible for implementing and
completing archaeological inventory, testing, and data recovery projects under the supervision of the Tribal Archaeologist. Directly supervises archaeological field crew(s) in completion of various contracted archaeological tasks including fieldwork, data analysis, and report writing. Expected to serve on technical committees responsible for managing cultural resources. Includes some fieldwork in various locations throughout the Tribe’s ceded and usual and accustomed areas. Position requires a bachelor’s degree (Master’s preferred) in archaeology, anthropology, or closely related field, three (3) years of professional experience (one (1) year with Master’s degree), and two (2) years of supervisory experience. Position also requires walking long distances over rough terrain, regularly lifting up to 50 lbs., and frequent overnight travel. 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 20)

The Nez Perce Tribe Department of Natural Resources/Cultural Resources is recruiting for: CULTURAL RESOURCE SPECIALIST/PROFESSIONAL I [HR-22-203] (Full-time/Lapwai). This position is responsible as Cultural Resource Project Assistant to Project Leaders. In this capacity, the individual is responsible for the collection of cultural data under the supervision of the Tribal Ethnographer. Will assist in completing projects focused on Nez Perce history, cultural, and archive management. The position is primarily office work generally consisting of data entry, record keeping, and/or completing short reports under the supervision of the Tribal Ethnographer, though occasional travel for meetings and site visits is expected. Requires an individual who has knowledge of both Nez Perce history and ethnography. Requires a Bachelor’s degree in related field (prefer degree in Anthropology). Related field and/or course work requirements defined in job expectations. Experience does not substitute for degree. Technical experience in related field preferred; demonstrated leadership experience preferred. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. 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 17)

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

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), an 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 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 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 mealtimes, 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 mealtimes, 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 Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) [HR-22-103] (Full-time).** To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma or equivalent college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty-one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation,
and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class/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 21/$27.58)

The Nez Perce Tribe Police Department is recruiting for: POLICE OFFICER (LATERAL) [HR-22-104] (Full-time). To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a High School Diploma/GED or equivalent and college level education preferred. Requires proof of U.S. citizenship. Lateral entry officer must be at least twenty-one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Requires at least two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class/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 21/$28.41(DOQ)

The Nez Perce Tribe Police Department is recruiting for: JAIL COMMANDER [HR-22-121] (Full-time/Lapwai). The purpose of this class is to supervise all Correction Division Teams’ activities in protecting and serving the Nez Perce Tribe members. Responsible for planning, organizing and implementing operations and programs in the Corrections Division. Shall make independent decisions or recommendation in hiring, promotions, transfer, discipline, or discharge of Correction Division employees under applicable policies and procedures. Manages the required programs related to feeding, clothing, medical care, recreation, safety, cultural outreach and inmate’s education. Ensures the inmates are informed of jail rules; proper inmate release dates are accomplished; the correctional facility maintains fire and safety codes as required; division responsibilities related to inmate’s transportation are accomplished. This is a sworn law enforcement commissioned position under the supervision of the Chief of Police. Requires a Bachelor’s degree or education and training equivalent to four (4) years of college education. College equivalency requires either: (1) a minimum of twenty (20) hours of college-level course work and six (6) years of correctional or law enforcement experience, with at least four (4) years of proven leadership in a position as a Lieutenant or above OR (2) Ten (10) years of correctional or law enforcement experience with at least four (4) years of proven leadership in a position as a Lieutenant or above. Being at least twenty-one (21) years of age
at time of appointment. Requires basic police officer course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officer Standards and Training (POST) from any state. The selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to and to retain employment. The candidate must enter into a contract with the Nez Perce Tribe to work for Four (4) consecutive years from date of hire. Must have an honorable, good conduct, or honorable discharge from military service if applicable. Requires at least four (4) years' experience in law enforcement or corrections. Experience demonstrating leadership capabilities and good knowledge of management and supervisory practices. 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 25/$34.81/DOQ)

Re-Advertised: The Nez Perce Tribe Department of Boys & Girls Club is recruiting for: PROGRAM DIRECTOR [HR-22-148] (Full-time/Lapwai). The Program Director is a member of the administrative staff team, assisting the Unit Director and supporting Club personnel, Club members and all Club grants, programs, activities and events. Responsible for providing onboarding and continued training for Club personnel, supervising Club personnel, ensuring safe, fun and a positive environment; Will provide guidance and discipline for Club members and notify or communicate with Club member’s parent/guardian on any Clubhouse information, accident/incidents and/or behavioral issues and suspensions involving their child. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year college. Must possess and maintain CPR, First Aid, and Automated External Defibrillator (AED) Certification within six (6) months of employment. Must pass a criminal background check. Requires previous management experience and one (1) year supervisory work experience with youth ages 5-18. Experience with Boys & Girls Clubs 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 current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 13)

The Nez Perce Tribe Department of Law & Justice is recruiting for: CHIEF OF POLICE/DIRECTOR OF PUBLIC SAFETY [HR-22-160]. To supervise staff and provide management of the Nez Perce Tribal Police, and related law enforcement and emergency services. Responsible for staff planning, civil and criminal processes, training, equipment, supplies budget, policy, and reporting. Researches and formulates long range goals for the organization; develops policies and position papers and reports to the Law & Order Executive Officer (LOEO). This position is hired under contract with the Nez Perce Tribe. Requires one of the following: Master’s degree in Law Enforcement or closely related field with no less than seven (7) years of successful Law Enforcement experience including no less than four (4) years successful supervisory experience in a law enforcement agency; Bachelor’s degree in Law Enforcement or closely related field with no less than ten (10) years of increasingly responsible and successful Law Enforcement experience including no less than five (5) increasingly responsible and successful Law Enforcement experience including no less than five (5) years’ successfully supervisory experience in a law enforcement agency; Successful completion (2.5 gpa or higher) of at least two (2) years of post-secondary education preferably including courses in Law Enforcement or a closely related field, with no less than fifteen(15) years of increasingly responsible and successful Law Enforcement experience including no less than seven (7) years of successful supervisory experience in a law enforcement agency. Requires basic police officer course graduation for the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officer Standards and Training (POST) from any state. 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 26, annual salary of 95k-125k DOQ)

The Nez Perce Tribe Social Services Indian Child Welfare Program is recruiting for: RESIDENT MENTOR [HR-22-172] (Full-time/Lapwai). To provide a safe, accountable and consistent environment at all times, by being responsible for all immediate care duties to children ages birth-17 referred to the Children’s Home. Requires complying with the procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high levels needs of clientele served. Requires strict confidentiality and candidate must demonstrate a healthy lifestyle within the community. Requires high school diploma or GED, one (1) year experience dealing with child in group environments, ability to complete CPR/First Aid certification within 30 days of hire, ability to complete food handler’s certification within 30 days of hire, complete on-going in-service training within 90 days of hire. Must be drug free and free from physical conditions, which might adversely affect performance as a childcare provider, in a 24 hour, 7 days a week facility. Please include two (2) letters of reference letters. 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 Boys & Girls Club is recruiting for: MEMBERSHIP SERVICES DIRECTOR [HR-22-178] (Full-time/Lapwai). Responsible to perform a variety of office manager duties for program staff regarding the Boys & Girls Club as authorized under the Boys & Girls Club Management. Employee is the primary link of communication between members, parents, and the general public. Responsible for maintaining a positive, friendly interactions, and maintain a clean, organized image at the front counter. Serves as the receptionist and office manager. Is the data processer and generally works within established procedure to ensure task accomplishments. Directs the public to information and resources, as well as the program managers and administration when necessary. Must keep current records in the Membership Tracking Services (MTS). Position is supervised by the Executive Director of the Boys & Girls Club. Requires one (1) year of college experience or technical training equivalent to one year or High School Diploma/ GED with three years’ work experience with a Boys & Girls Clubs of America. Requires minimum of two (2) years’ experience in customer service and be willing to receive continuous on-the-job training as needed. 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/Step 4)

The Nez Perce Tribe Boys & Girls Club is recruiting for: YOUTH DEVELOPMENT PROFESSIONAL [HR-22-179] (Part-time (29 hrs. or less)/Lapwai). 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/Step1)
The Nez Perce Tribe Students for Success Program is recruiting for: **PREVENTION OUTREACH SPECIALIST [HR-22-191]** (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 development and implementation of project goals and objectives to cultivate positive change in youth behavior with evidence-based best practices to serve youth through cultural activities and life skills. Coordinates prevention and enrichment activities with other youth programs, outreach services and education agencies. Works closely with Program Director to implement, monitor, and evaluate Tribal Youth project. Must have excellent writing and oral communication skills, highly motivated and have the ability to work independently and cooperatively with others. Requires associate degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education. Three (3) years of relevant experience is equivalent to one (1) year of college. Requires two (2) years of experience in any of the following areas: Drug and Alcohol prevention, intervention or treatment, criminal justice, social work or any discipline involving youth (volunteer or paid.) This position will report directly to the Students for Success Director, with the responsibility 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. *(Grade 13)*

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: **HYDROGEOLOGIST SPECIALIST/PROFESSIONAL III [HR-22-194]** (Full-time/Lapwai). Will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. The position requires a Bachelor’s degree (Master’s preferred) in Geology, Geochemistry, Geophysics, Environmental Science, Nuclear Science, Soils or a closely related field. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large-scale management programs, report writing, journal publications and professional presentations. Requires three (3) years professional level experience with Bachelor’s or one (1) year professional level experience with Master’s degree. Requires two (2) years supervisory experience. Please provide proof of degree. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. *(Grade 20)*

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: **ENVIRONMENTAL RISK SPECIALIST/PROFESSIONAL IV [HR-22-197]** (Full-time/Lapwai). Relevant experience with the Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program’s role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington, regulate air quality on the Tribe’ Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be comfortable reviewing, analyzing, and commenting on environmental risk assessments related to RCRA and CERCLA actions at the Hanford Site. Will need to be a team player and have sound judgement, accompanied by excellent research, writing, and communications skills. Will also have the ability to analyze complex risk assessment issues; to delve deeply into environmental strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of environmental issues that require prompt and accurate analysis. Requires four (4) years professional experience with a Bachelor’s, two (2) years professional experience with Master’s, or one (1) year professional experience with PhD. Please provide proof of degree. 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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. *(Grade 21)*
The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: **HANFORD LEGAL/POLICY ANALYST [HR-22-198] (Full-time/Lapwai)**. Relevant experience with the Resource Conservation and Recovery Act (RCRA), National Environmental Policy Act (NEPA), and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program’s role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington, regulate air quality on the Tribe’ Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be comfortable handling legal issues related to RCRA, NEPA, and CERCLA. The ideal candidate will be a team player and will have sound judgement, accompanied by excellent research, writing, and communications skills. Will also have the ability to analyze complex factual, legal, and policy issues; to delve deeply into environmental strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of environmental issues that require prompt and accurate analysis on a day-to-day basis. Requires membership in the Washington and Idaho state bar or willingness to attain membership in both associations within one (1) year of assuming the position. Requires a Juris Doctorate degree from an accredited law school. One (1) year of legal practice experience preferred. Please provide proof of degree. **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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 28)**

The Nez Perce Tribe’s Environmental Restoration and Waste Management Program is recruiting for: **CHEMIST/TOXICOLOGIST [HR-22-199] (Full-time/Lapwai)**. Relevant experience with the Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is preferred; as well as experience working on behalf of Indian tribes or other governments. The ERWM Program’s role is to protect the Tribe’s treaty-reserved rights at the Hanford Site in the state of Washington. The candidate must be competent reviewing, analyzing, and commenting on proposed management of hazardous and radiological wastes at the Hanford Site under RCRA and CERCLA actions. Will need to be a team player and have sound judgement, accompanied by research, writing, and communications skills. Will also have the ability to analyze complex hazardous waste management issues; to delve deeply into environmental cleanup strategies and projects related to the Tribe’s interests at the Hanford Site; and to respond to the wide array of waste management issues that require prompt and accurate analysis. Requires a minimum of six (6) years professional experience with Bachelor’s, four (4) years professional experience with Master’s, or two (2) years professional experience with PhD. **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 motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 21)**

The Nez Perce Tribe Department of Social Services/Indian Child Welfare is recruiting for: **‘init’ ‘HOME’ YOUTH MENTOR(S) [HR-22-201] (Full-time/Lapwai)**. The purpose of this class is to provide 24-hour care of clients in the sober living home and in-house activities, as well as, to provide mentorship to resident youth clients 14-18 years of age. Provide support and coordination of services in partnership with appropriate agencies and partners. Addressing the needs of youth clients utilizing cultural knowledge, and values to ensure holistic recovery support in aftercare treatment. Requires working evenings, weekends, holiday and residing in the home when on duty. This position is under the direct supervision of the Init “Home” Coordinator. This position requires one (1) year of experience dealing with children/youth in group environments. Requires a high school diploma/GED. Must obtain CPR and First Aid, and Food Handlers certification within 30 days of hire. Must be able to pass a criminal background investigation prior to employment or within fifteen (15) days of hire. The qualified applicant must be drug free and free from physical conditions, which might adversely affect performance as a youth care provider. **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)**

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.

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**OTHER EMPLOYMENT OPPORTUNITIES**

- **Confederated Tribe of the Umatilla Indian Reservation (CTUIR)** is recruiting for: Fish Technician I-II *(Closing date 12/21/22)*, Biologist II/III *(Closing date 12/29/22)*. For more information and how to apply go to [www.ctuir.org](http://www.ctuir.org).

- **National Oceanic & Atmospheric Administration (NOAA)** is recruiting for: Natural Resource Specialist. As a Natural Resource Specialist (Tribal Coordinator), you will perform the following duties: Serve as the West Coast Region’s (WCR) point of contact for tribes on tribal matters; facilitate conversations between tribes and program staff as needed; ensure tribes receive advance notification of NOAA Fisheries initiatives, decisions, and regulations that may affect tribal trust resources; serve as the region's technical expert on tribal history, treaties, sovereignty, self-governance, protocols, customs and traditions, and natural and cultural resources for WCR staff; advise WCR staff, supervisors, managers, and leadership on tribal trust responsibilities; provide training to increase awareness and understanding of tribal norms, customs, best business practices, and federal obligations for WCR staff, supervisors, managers, and regional leadership; maintain the Tribal Relations websites and provide tribal consultation guidance and resources to WCR staff; work to establish and maintain strong cross-cultural relationships with tribal councils, chairpersons, officials, and technical staff to help the agency accomplish its conservation and stewardship mission. For more information and how to apply go to [https://www.usajobs.gov/GetJob/ViewDetails/690991400](https://www.usajobs.gov/GetJob/ViewDetails/690991400). **Closing date 12/19/22.**

- **The Great Burn Conservation Alliance (GBCA)** is recruiting for: Stewardship Coordinator. Serves as the lead for the GBCA backcountry ranger program (summer/fall) and GBCA outreach and community engagement program (fall/spring). This position will complete multiple-day patrols and stewardship projects in the backcountry. This position will also assist in GBCA volunteer and community outreach activities, including leading backcountry volunteer stewardship projects and liaison. Roughly 70% if this position will be field based, 30% office based. For more information and how to apply go to [www.greatburn.org](http://www.greatburn.org). **Application review will be on a rolling basis starting 1/2/23.**

- **Columbia River Inter-Tribal Fish Commission** is recruiting for: Data Architect, Senior Programmer/Analyst, Chief Financial Officer, Public Information Specialist, Watershed Department Manager, Fishery Science Department Manager, Police Officer (multiple openings), Dispatcher/Communications Officer (multiple openings). For more information and how to apply go to [www.crifc.org](http://www.crifc.org). **Positions are open until filled.**
University of Idaho College of Education, Health & Human Sciences is recruiting for: Indigenous Research & Education Fellow. Will be connected to American Indian Studies affiliates and the McCall Outdoor Science School Certificate in Environmental Education and Science Communication to build a stronger community of scholars focused on Indigenous and land-based knowledge. The postdoc will provide co-mentorship to graduate students and undergraduate students. The postdoc will also take on academic mentorship responsibilities by helping facilitate graduate student and faculty workshops where new and experienced scholars can share research and publication proposals focused on Indigenous research partnerships and tribal nation building. For more information and how to apply go to https://uidaho.peopleadmin.com/postings/38589. Open until filled.

Nez Perce Tribal Housing Authority is recruiting for: Maintenance/Construction Worker: For our rental units in the Kamiah/Orofino area. Minimum four years’ experience in residential repair/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. Finance Operations Manager: To administer and manage all aspects of accounting and general operations. Full time w/excellent benefits. Bachelor’s 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 mgmt., financial reporting, proficiency in financial software applications, and procurement practices. Salary – DOQ. For more information on recruitments please call (208) 843-2229. Tribal & Indian preference will apply. Please send NPTHA application to: Executive Director, Nez Perce Tribal Housing Authority, P. O. Box 188, Lapwai, ID 83540. Open until filled.

Night Force is recruiting for: Embedded Electrical Engineer, Firmware Engineer, Human Resources Generalist, Production Assemblers. For more information and how to apply go to https://nightforceoptics.applicantpro.com/jobs/. Closing dates vary with recruitments.

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: Maintenance Worker, Part-Time Tutor 20 hours/week grades 6-12, Behavior Interventionist, Restorative Justice Coordinator, Special Education Instructional Assistant, Teacher Substitute Assistant, Teacher Substitutes, Classified Substitutes: Bus Drivers, Custodians, Office 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.

Idaho Department of Labor Lewiston is recruiting for: Processing Clerk (#1921720), Warehouse (# 1920155), Maintenance (#1904956), EMT Basic (#1884819), Merchandiser (#1919235), Accounting Assistant (#1918501), R.N. (#1917896), Deputy (#1649877), Tire & Auto Service (#1887928), Paramedic (#1884817), Warehouse Supervisor (#1915939), Welder (#1742328), Cashier (#1775246). Orofino: Volunteer Service Coordinator (#JC230272554), CNC Machinist III (#1926524), Home Care Office Administrator (#1923926), Kitchen Server (#1926488), R.N. F/T (#1923621), R.N. (#1923621), Culinary Manager (#1923627), Resident Support Services Assistant (#1923619), Cook (#1923580), Culinary Aide (#1923571), Activities Assistant (#1923619), Client Relationship Consultant/Banker (#1925801). For more information and how to apply go to https://idahoworks.gov. Closing dates vary with positions.
• AVISTA is recruiting for: Financial System Product Owner, Customer Solutions Team Lead, Project Coordinator, FSR/Field Service Representative, Student Engineer/SEDP (paid summer internship for Civil, Mechanical & Electrical Engineering students), Accounting Analyst, HR Administrative Assistant, Journeyman Lineman, Journeyman Protection Control Meter Technician, Control Operator. For more information and how to apply go to www.myavista.com/about-us/working-at-avista.

NOTICE

NEZ PERCE TRIBAL EMPLOYMENT RIGHTS COMMISSION

Advertise - 1 TERO Commission Position
This is to fill the vacant positions term (5/21/21-5/21/24) for a three year term.

To apply for the position please forward letters of interest to:
TERO Office, P.O. Box 365, Lapwai, ID 83540.

• Need to be a Enrolled Nez Perce Tribal Member.
• Have understanding of Title 9 and TERO.
• Attend Monthly meetings (first Wednesday of each month) and/or Special meetings as designated.
• This is three year term position and they will finish the Term.
• Notice: Deadline Dated: 12/13/22.

For more information you can call TERO Office at 208-843-7363.

NOTICE

NEZ PERCE TRIBAL GAMING COMMISSION Vacancies – TWO (2) Positions. Deadline Extended to December 23, 2022

Position One - Fill the vacant position to serve remainder of 3-year term (December 13, 2022 to December 21, 2024)

Position Two – Fill 3-year term (January 1, 2023 to December 31, 2023)

To apply, please forward letters of interest to:

Marsan Lawyer, NPTEC Support
P.O. Box 365
Lapwai, ID 83540

or email marsanl@nezperce.org

For more information please contact Marsan Lawyer, NPTEC Support Staff at 208-843-2253 EXT. 3687