

~ APRIL 27, 2026 ~



NEZ PERCE TRIBE

JOB OPENINGS

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-24-115] (On-Call/Kamiah)**. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires a high school diploma or 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.

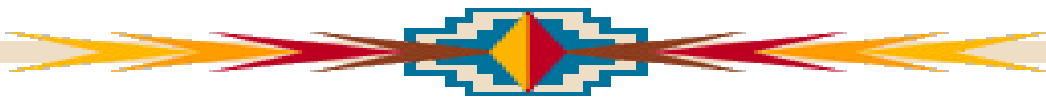


One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) 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-24-116] (On-Call/Lapwai)**. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires a high school diploma or 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) 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: **BUS OPERATOR/DISPATCHER [HR-24-117] (Full-Time/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 DWI or Moving Violations in the past five (5) years; and not more than three (3) moving violations convictions within the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam which includes a drug screen in order to operate Appaloosa Express vehicles. Requires five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one year in a customer environment 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) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 12)**

The Nez Perce Tribe Department of Information Systems is recruiting for: **COMPUTER TECHNICIAN III [HR-25-158] (Fulltime/Lapwai)**. To provide technical support for computer, networking 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. Some essential Tasks: Install, configure and maintain network operations; servers, hubs, routers, and switches; Program, maintain and configure filtering and/or monitoring equipment; Maintain database systems; creating, editing, maintaining, and/or servicing; Perform advanced troubleshooting on networking and telecommunication equipment; Provide written reports and/or documentation on standard operating procedures and/or user manuals; Maintain operational passwords for all security systems and equipment. Requires bachelor's degree, vocational technical degree,



or specialized training equivalent to satisfactory completion of four (4) years of college education with emphasis in computers or a closely related field. Requires five (5) years in Information Systems, one (1) year supervisory experience, and one (1) year cuff accounting or budget maintenance. 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) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

Re-Advertised: The Nez Perce Tribe Judicial/TERO (Tribal Employment Rights Office) Program is recruiting for: **TOSHA SAFETY OFFICER [HR-25-173] (Full-time/Lapwai).** To perform site and operational specific safety loss control functions including but not limited to: risk management evaluations, coordination of safety activities, coordination and implementation of safety training activities, assuring that working conditions are not detrimental to employee health, operational environmental risk management, providing safety education and regulatory compliance enforcement for the Nez Perce Tribal operations and facilities. The position reports to the TERO Director, who reviews the Safety Officer's work for adequacy of professional judgment, compliance with applicable Policy & Procedures and completion of job assignments in a timely manner. Requires a bachelor's degree and two (2) years of experience as a Safety Professional with ability to evaluate potential safety risks at construction sites, conduct safety related training, perform hazard assessments and perform and conduct accident investigations in injury/property incidents. Requires five (5) years of experience as a Safety Professional. Must have demonstrated successful work experience as a safety officer at a supervisor or manager ranked level performing work operations and facilities safety management. 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 report (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 17)

Re-Advertised: The Nez Perce Tribe Social Services/Financial Assistance Program is recruiting for: **USDA FOOD DISTRIBUTION ASSISTANT [HR-25-174] (Temporary Part-time/Lapwai).** To supervise and promote, receive and distribute foods to households on or near the Reservation. Will be responsible for connecting with "socially disadvantaged vendors", providing excellent customer service to vendors and community members accessing food during distributions, with a goal of two per month, purchasing and storing food, scheduling deliveries and/or pick-up of products, outreach, data collection, and reporting. Requires a High School Diploma/GED. Requires three (3) years of experience working in a diverse and multicultural community and with vulnerable populations such as those experiencing poverty, homeless and seniors. Must have the ability and interest to greet the public and handle difficult situations on the phone in a professional manner. Ability to carry out assigned duties/projects in an efficient and timely manner with minimal supervision and must be able to handle multiple projects and work within defined timelines. Must have knowledge with computer processing equipment and software, Word, Excel, PowerPoint, Outlook and other Office site software. Criminal background check clearance must be done within ninety (90) days of hire. Position is supervised by the USDA Food Distribution Director. Position 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 report (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

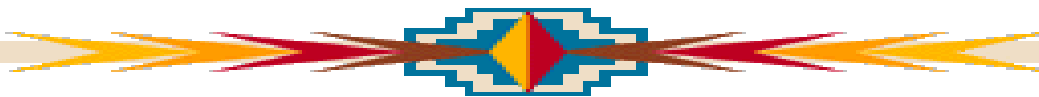
The Nez Perce Tribe Nimiipuu Energy is recruiting for: **FINANCIAL ACCOUNTANT [HR-25-184] (Full-time/Lapwai).** Responsible for overseeing financial accounting and project accounting functions to ensure accurate reporting fiscal accountability, and compliance with tribal, state, and federal regulations. The position supports NMPE leadership by preparing and analyzing financial statements, managing budgets and forecasts,



and providing financial insights for decision making. Position combines operational and financial accounting responsibilities, requiring strong technical skills, analytical abilities, and the capacity to support both daily financial transactions and long-term project cost management. Requires a bachelor's degree in accounting, Finance, or related field. Three (3) years' experience will substitute for one (1) year formal education. Minimum of five (5) years of professional experience in financial, project, or cost accounting. Certified Public Accountant designation preferred. Experience with accounting/project management software and advanced proficiency in Microsoft Excel. Demonstrated ability to analyze financial data, prepare reports, and provide strategic recommendations. Advanced knowledge of accounting principles, budgeting, and forecasting. Strong understanding of Generally Accepted Accounting Principles (GAAP) and financial reporting requirements. Ability to manage multiple priorities and meet deadlines with accuracy and attention to detail. Strong communication and interpersonal skills, with the ability to explain financial information to nonfinancial staff. Previous experience in energy, utility, construction, or related industries preferred by not required. Requires the ability to pass an extensive background check within the first three (3) months of employment. Position 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 where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade20)**

The Nez Perce Tribe Department of Social Services/Indian Child Welfare is recruiting for: **RESOURCE CASE-WORKER II [HR-26-111] (Full-time/Lapwai)**. To provide direct care and case management services to clients, in accordance with the Code of Federal Regulations (CFR) and Indian Child Welfare Act (ICWA) guidelines. Responsible for client case management and reporting. Responsible for the protection of children enrolled or eligible for enrollment in a federally recognized tribe within the boundaries of the Nez Perce Indian Reservation, family preservation and brokering of resources to the children and their families. Will be responsible for considerable knowledge of the laws governing child protection including Nez Perce Tribal Law and Order Code and the Indian Child Welfare Act. Requires Bachelor's degree in any of the human services fields; social work, sociology, psychology or closely related field. Related field and/or course work requirements defined in Duties and Responsibilities. Three (3) years of directly related work experience in child welfare or human services may substitute for one (1) year of college education. Requires three (3) years of experience in human service work or working with children and families. Experience in working with Tribal communities. Requires one (1) year of leadership experience, which may include mentoring staff, coordinating multidisciplinary teams, acting as case lead, or serving as a subject matter resource related to ICWA compliance. Evidence of practice of a high level of confidentiality. Requires current CPR and First Aid certifications or ability to obtain within sixty (60) days of employment. Requires the ability to pass an extensive background check prior to employment. This position is considered essential and will continue to operate and be available despite any global pandemic or natural disaster. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 19)**

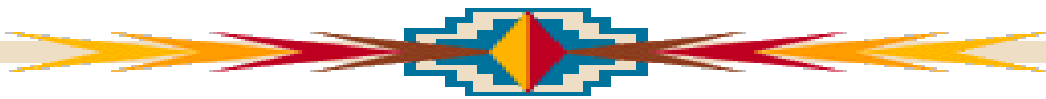
The Nez Perce Tribe Department of Social Services/Indian Child Welfare is recruiting for: **'init' 'HOME" YOUTH MENTOR [HR-26-113] (Full-time/Lapwai)**. To provide 24-hour youth/client supervision, in-house activities and mentorship in a group sober living home for youth clients 14-18 years of age at init; a licensed foster home for the Nez Perce Tribe. Provide support and coordination of services in partnership with appropriate agencies and partners. Works according to procedures and regulations put forth by federal, state and tribal licensing standards, including daily written reporting, comply with finance procedures and carry out grant project requirements. Complying with procedures and trauma informed care practices to assist in the development of Independent Living Skills



to ensure the youth are prepared mentally, emotionally, and physically into adulthood. Address the needs of youth Clients, utilizing cultural knowledge and values to ensure holistic recovery support which may include victim advocacy and overall safety of the youth. Requires strict confidentiality and must demonstrate a healthy lifestyle in the community. Requires a High School diploma or GED. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year of college. Requires one (1) year of experience working with children/youth in group environments. Must obtain CPR and First Aid, and Food Handlers certification within thirty (30) days of hire. Must be able to pass a criminal background investigation prior to employment or within fifteen (15) days of hire, unsatisfactory results will result in immediate termination of employment. This position is considered essential and will continue to operate and be available despite any global pandemic or natural disaster. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 15)**

The Nez Perce Tribe Department of Social Services is recruiting for: **PROJECT DIRECTOR – NIMIIPUU READY4Life [HR-26-117] (Full-time/Lapwai)**. Provides overall leadership and management for an Administration for Children and Families (ACF)–funded initiative serving youth and young parents ages 14–24 on and near the Nez Perce Reservation. Will manage daily program operations, supervise staff, oversee grant administration and fiscal accountability, ensure the program meets grant requirements and follows federal and Tribal guidelines, and maintain regular contact with the grant specialist. The role includes planning and implementing services that promote healthy relationships, responsible parenting, workforce readiness, financial literacy, economic stability, ensuring programming is culturally grounded, trauma-informed, and responsive to community needs. Requires a Bachelor's degree in social work, Counseling, Education, Public Health, Human Services, or a related field (Master's preferred). Three (3) years of related work experience may substitute for one (1) year of college education. Requires three (3) years of experience in youth services, family services, workforce development or community-based programming. Requires two (2) years of direct supervisory management, or program leadership experience. Experience working with Native American/Alaska Native communities and familiarity with Tribal systems, cultural values, and community-based approaches is essential. The position is primarily office-based, with frequent interaction with staff, participants, community partners, and Tribal departments, and occasional travel for meetings, trainings, and outreach. The program is funded through a five (5) year grant, the Project Director will support program sustainability and future funding efforts. Position will report directly to the Social Service Manager. Must be able to pass a criminal background check prior to employment or within fifteen (15) days of hire. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 23)**

The Nez Perce Tribe Law & Justice Department is recruiting for: **PROSECUTOR [HR-26-118] (Full-time/Lapwai)** To represent the NPT in all criminal and juvenile cases before the Nez Perce Tribal Court, reviewing reports 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. Supervises the Administrative Legal Assistant, Deputy Prosecutor, and Child Support Enforcement Attorney. Requires a Juris Doctor (JD) or Bachelor of Law (LLB) degree from an ABA accredited school of law. Requires licensure in good standing with any state bar, a current limited license to practice law in the state of Idaho or must pass a state bar exam and be licensed to practice law in that state no later than one (1) year after hire. Must pass a criminal background check with no criminal convictions. Requires two (2) years of experience working in a government law and justice related field, tribal government preferred. Please

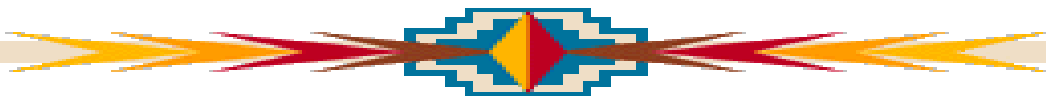


provide a legal writing sample with application/resume listing at least three (3) work-related references. Class description/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (D:R) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 26)**

The Nez Perce Tribe Law & Justice Department is recruiting for: **DEPUTY PROSECUTOR [HR-26-119] (Full-time/Lapwai)**. To assist the Prosecutor in upholding the Nez Perce Tribe Constitution, Tribal Code and the sovereignty of Tribe. Requires a bachelor's degree. Prefer a Juris Doctor, or expectations of receiving a Juris Doctor within six (6) months from date of hire, from an accredited law school. Requires licensure in good standing with any state bar, or a current limited license to practice law in the State of Idaho. Must pass a state bar exam and be licensed to practice law in that state no later than one (1) year after hire. Must pass a criminal background check. Requires two (2) years of successful work experience, as a prosecutor or criminal defense in a tribal court system is preferred. Knowledge of and sensitivity to the culture, customs, and traditions of the Nez Perce Tribe preferred. Must have a positive work history. Please provide a legal writing sample with application, and 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) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 22)**

The Nez Perce Tribe Department of Law & Justice is recruiting for: **COURT ADMINISTRATOR [HR-26-120] (Full-time/Lapwai)**. To ensure all aspects of both Tribal Court and Appellate Court systems are operating effectively and efficiently, assisting with planning and scheduling of meetings for the Judges. Responsible for the supervision and management of the court staff, training, planning, budget, security reports, public information and juror and witness management. Works within broad policy and organizational guidelines; independently plans and implements projects under the supervision of the Chief Judge. Requires two (2) years of college education (48 credits), Associate's degree preferred. Three (3) years' work experience may be substituted for each year of required college education. Requires three (3) years of related experience working in judicial system or closely related field, and one (1) year supervisor experience. Must pass a criminal background check. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide current Driver's License Record (DLR) where you have been licensed to drive in the last three (3) years. **Closing date 4/17/26. (Grade 13)**

The Nez Perce Tribe Social Service/"UUYIT KIMTI (New Beginnings) is recruiting for: **ADVOCATE OF SAFETY & WELLNESS [HR-26-121] (Full-time/Lapwai)**. Responsible to providing advocacy to victims of crime, dating violence, sexual assault and stalking. Requires being able to work directly with victims to assist them by managing intake process and case management as well as keeping a filing system for clients. Responsible for responding to victims in crisis and emergency settings as well as coordinating needs, attending court, providing transportation, providing information, referrals and assistance to victims. Requires data collection and storage and attending meetings and trainings. This position is under the immediate supervision of the Uuyit Kmti Director. Requires associate degree or two (2) years of college completed in related field of criminal justice, social services, social work. Please include college transcript. Three (3) years of work-related experience in prosecution/victim advocacy in domestic violence cases and/or Tribal prosecutor's office experience substitutes for one (1) year of college. Requires two (2) years successful work experience in Social Work, Law Enforcement Prosecutor's Office, Court or closely related program. Must have familiarity with law enforcement, prosecutorial, and judicial processes and of local social service agencies and resources. Must be experienced in working with American Indian families and demonstrate successful



advocacy and work experience in this field. Must have a positive work history, upstanding character and demonstrate compassion for community and wellness. Requires a background check to be completed with thirty (30) days of hire, adverse finding can revoke official 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. Must provide current Driver's License Record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 13)**

The Nez Perce Tribe Police Department is recruiting for: **PATROL LIEUTENANT [HR-26-122] (Full time/Lapwai).** Supervises personnel and oversees operations of all Police Patrol Teams, ensuring safety, protection, and service to the Nez Perce Tribe and surrounding communities. Responsibilities include operational command, staff supervision, evidence oversight, fleet and facility management, communications coordination, and enforcement of tribal, city, state, and federal laws. Exercises professional judgement, develops work methods, and directs activities under general supervision. Requires a bachelor's degree in law enforcement, criminal justice, or a closely related field. Three (3) years of related experience is equivalent to one (1) year of college. Requires eight (8) years professional level experience in related field. Experience demonstrating leadership capabilities and good knowledge of management and supervisory practices. Requires four (4) years of direct supervisor experience. Requires proof of U.S. citizenship and proof of 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. Eligibility for and completion of Special Law Enforcement Commission (SLEC). Completion of FBI-LEEDA Trilogy is recommended. Must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and pass an extensive background investigation prior to and to retain employment. Required to enter 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. Position Description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, preemployment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide an unofficial college transcript and educator certification; and a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 24)**

The Nez Perce Tribe Police Department is recruiting for: **CRIMINAL INVESTIGATIONS LIEUTENANT [HR-26-123] (Full time/Lapwai).** Supervises personnel and oversees all criminal investigation functions of the Nez Perce Tribal Law Enforcement program. Responsible for directing investigative operations, supervising detectives and assigned personnel, ensuring lawful and thorough investigations, coordinating with prosecutorial and partner agencies, and enforcing tribal, city, state, and federal laws. Exercises professional judgment and develops investigative strategies. Requires a bachelor's degree in law enforcement, criminal justices or a closely related field, three (3) years of related experience is equivalent to one (1) year of college. Requires eight (8) years professional level experience in related field. Experience demonstrating leadership capabilities and good knowledge of management and supervisory practices. Requires four (4) years of direct supervisor experience. Requires proof of U.S. citizenship and proof of 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. Eligibility for and completion of Special Law Enforcement Commission (SLEC). Completion of FBI-LEEDA Trilogy is recommended. 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. Required to enter 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. Position Description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, preemployment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide an unofficial college transcript and educator certification; and a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 24)**

The Department of Fisheries Resource Management is recruiting for: **PROFESSIONAL II – INFORMATION, EDUCATION, OUTREACH, AND INTERN COORDINATOR [HR-26-126] (Full-time/Lapwai)**. Serves as the primary liaison between DFRM and Tribal members, youth, schools, partner agencies, and the broader community to promote awareness of fisheries management, aquatic resources, Tribal sovereignty, and stewardship. Responsibilities include designing and delivering culturally responsive educational programming; developing outreach materials such as curriculum, presentations, fact sheets, reports, digital media, and website content; and coordinating public engagement activities including workshops, school visits, career fairs, community events, and professional forums. Coordinates and oversees DFRM internship and youth engagement programs, including recruitment outreach, onboarding coordination, mentorship facilitation, and program evaluation. Maintains program tracking systems and evaluates participation metrics to assess effectiveness and guide program improvements. Duties include independently developing, coordinating, and implementing Department-wide education, outreach, communications, and internship programs that support the mission and priorities of DFRM. Additional duties include managing and updating DFRM website and digital communications; coordinating communication strategies across internal divisions and external partners; supporting recruitment efforts; and assisting with preparation of reports, grant proposals, contracts, and subcontract documentation. The position also collaborates with Tribal departments, educational institutions, and external partners to ensure consistent and effective communication of DFRM programs and initiatives. May supervise interns, temporary staff, or assigned personnel depending on program needs, including work planning, task coordination, performance monitoring, and training support. Requires strong organizational, communication, and project coordination skills, along with the ability to manage multiple initiatives simultaneously while exercising independent professional judgment. Must demonstrate experience in outreach program development, public communication, and coordination of educational or workforce development initiatives. Strong writing, interpersonal communication, digital content development, and organizational skills are essential. Experience with website management, social media platforms, and developing educational materials for diverse audiences is preferred. Requires Bachelor's degree (Master's preferred) in related field. Related field and/or course work requirements defined in job expectations. Experience does not substitute for degree. Requires three (3) years related professional experience or one (1) year with Master's degree. Experience must be at a professional level. Requires one (1) year supervisory experience. Please provide cover letter, resume, and three (3) letters of references, ad college transcripts. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Closing date 4/17/26. (Grade 19)**

The Nez Perce Tribe Department of Administration is recruiting for: **TWO (2) CUSTODIANS [HR-26-127] (Full-time/Lapwai)** Responsible for janitorial maintenance of all Tribal Program (Class A) office space, public access buildings and any other location determined by the Custodial Coordinator. Works according to the most up to date and modern systematic green cleaning methods. Attends accredited training of work-related methods for use of chemicals, equipment and safety. Supervised by the Custodial Coordinator. Requires High School Diploma/GED. Requires six (6) months 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.



Must provide current Driver's License Record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 8)**

The Nez Perce Tribe Social Service/ TANF (Temporary Assistance for Needy Families) Program is recruiting for: **CASE MANAGER [HR-26-128] (Full-time/Lapwai)**. To provide direct case management to families accepted into the TANF Program. Responsible for assessing skills, provide guidance to the clients to meet the goal of self-sufficiency in sixty (60) months emphasizing job development. Conducts interviews to establish the needs of each client, collect and analyze personal information. Applies written policies and criteria for services or benefits; manages workload with conflicting priorities; collaborate with case management to develop family self-sufficiency plans to include on-the-job placement, education assessment, identify barriers and methods to remove. Works within an outline of work to be performed developing work methods and sequences. This position is under the supervision of the TANF Director. Requires two (2) years of college education (48 credits). Three (3) years of relevant job experience may be substituted for each year of required college education. Requires six (6) years' experience in customer service field conducting and documenting fact-finding interviews, developing, and applying policies and criteria in the determination of client eligibility for services or benefits, managing workloads with conflicting priorities, entering, and retrieving data using a computerized records system; excellent computer experience and ability to learn the Technical Assistance System (TAS) program specific to TANF. Requires background check to be completed within thirty (30) days of hire. 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 from 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 is recruiting for: **THREE (3) YOUTH MENTORS/EDUCATION TRAINER – NIMIIPUU READY4Life [HR-26-129] (Full-time/Lapwai)**. These positions support the youth-focused Nimiipuu READY4Life program, an Administration for Children and Families (ACF) initiative that promotes healthy relationships, personal development, and life skills for youth and young adults ages 14–24 on and near the Nez Perce Reservation; employment beyond the five (5) year grant depends on funding renewal. Youth Mentors / Education Trainers will mentor participants, lead culturally relevant workshops, facilitate group activities, support one-on-one learning, and engage with youth at community events. Requires outgoing, proactive individuals who are comfortable with public speaking, facilitating groups, mentoring, and occasionally working evenings or weekends. Will also assist with training setup and take-down, model healthy, safe, and responsible behavior, and help connect participants with other Tribal and community resources. Requires experience mentoring or supporting youth and lived experience working with youth or families. Preferred experience working with Native American youth or culturally relevant curricula such as Native Wellness Institute or OWEESTA materials. Requires an Associate's degree or higher in Social Services, Human Services, Behavioral Health, Education or related field. Three (3) years of related work experience may substitute for one (1) year of college education. Must pass a criminal background check with fifteen (15) days of hire. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 15)**

The Nez Perce Tribe Police Department is recruiting for: **POLICE CAPTAIN [HR-26-134] (Full time/Lapwai)**. To assist the Chief of Police with the supervision of staff and the development of the Nez Perce Law Enforcement Program. Responsible for staff planning, civil and criminal; processes, training, equipment and supplies, budget, policy, and reporting. Assists the Chief of Police with research and formulation of long-range goals for the organization; development of policy and position papers and assumes the role of Acting Chief of Police in the Chiefs



absence. Prefer the class be willing to reside within the boundaries of the Ne Perce Reservation or resides within 30-mile radius of assigned workplace and responds from residence of the Nez Perce Indian Reservation within 30 minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a Bachelor's degree or education and training equivalent to four (4) years of college education in Law Enforcement or closely related field. Requires proof of U.S. citizenship and proof of being at least twenty-one (21) year 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 Office Standards and Training (POST) from any state. 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. Requires ten (10) years of experience in Law Enforcement or closely related field and 5 years supervisory experience. Must possess and demonstrate leadership capabilities and good knowledge of management and supervisory practices. 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 from where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 25)**

SUMMER STUDENT INTERNSHIPS

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

The Nez Perce Tribe Department of Natural Resources/Cultural Resource Program is recruiting for: **AIDE I – INTERN(S) [HR-26-124]**. This position will be open to high school students, students starting high school in the fall, or those out of high school who are fourteen (14) years old or older. Experience in cultural resources is not required. The Cultural Resource Program (CRP) Intern shall be under the direct supervision of the CRP Director and will work with a number of CRP staff both in the office and out in the field. The intern will be provided with technical information and training pertinent to the CRP activities and fields of study which include but are not limited to: cultural resource management and preservation, archaeology, ethnography, Nez Perce language, and Nez Perce history and culture. The physical requirements range from light to medium work, including lifting up to 25 lbs., hiking over rough and uneven terrain, digging and screening sediment, and exposure to inclement weather. The work schedule is part-time and will be Monday through Friday between 8:00 am and 4:30 pm on the days worked. During this time, interns will do a combination of professional development activities including job shadowing CRP staff, conducting archaeological and ethnographic fieldwork, participating in interviews with Tribal elders, conducting archival research, and working with Nez Perce language revitalization. Some fieldwork may involve extended trips with CRP, BLM, or USFS staff. Requirements: Nez Perce Tribal preference will apply, with a minimum age of fourteen (14) years and older, this includes incoming high school student's grades 9th-12, and recent graduates of high school, who are not currently enrolled in college. Student must maintain a minimum overall GPA of 2.0. A complete application packet includes: Cover letter explaining how this internship is relevant to education goals, Nez Perce Tribe application, and two (2) letters of references. Student must submit complete cumulative transcripts (grades). The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled. (Grade 5)**

The Nez Perce Tribe Department of Natural Resources/Cultural Resource Program is recruiting for: **AIDE II – COLLEGE INTERN(S) [HR-26-125]**. This position will generally be a high school graduate or college undergraduate. Experience in cultural resources is not required. The Cultural Resource Program (CRP) Intern shall be under



the direct supervision of the CRP Director and will work with a number of CRP staff both in the office and out in the field. The intern will be provided with technical information and training pertinent to the CRP activities and fields of study which include but are not limited to: cultural resource management and preservation, archaeology, ethnography; Nez Perce language, and Nez Perce history and culture. The physical requirements range from light to medium work, including lifting up to 25 lbs., hiking over rough and uneven terrain, digging holes and screening sediment, and exposure to inclement weather. The work schedule part-time and will be Monday through Friday between 8:00 am and 4:30 pm on the days worked. The work schedule will be up to 29 hours with the potential for full-time work. During this time, interns will do a combination of professional development activities including job shadowing CRP staff, conducting archaeological and ethnographic fieldwork, participating in interviews with Tribal elders, conducting archival research, and working with Nez Perce language revitalization. Some fieldwork may involve extended trips with CRP, BLM, or USFS staff. Requirements: Nez Perce Tribal preference will apply, high school diploma/GED, minimum age of 18 years. Must be an enrolled college student in good academic standing. Student must maintain a minimum overall GPA of 2.0. A complete application packet includes: Cover letter explaining how this internship is relevant to education goals, Nez Perce Tribe application, and two (2) letters of references. Student must submit complete cumulative transcripts (grades). The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 7)**

Nez Perce Tribe/Avista Summer Student Internships [HR-26-130]. Enrolled Nez Perce Tribal Members, 18 years and over, enrolled full-time at an accredited college, university or vocational school who have maintained a 2.0 cumulative GPA are eligible to apply. A complete application packet includes: 1) A Nez Perce Tribal Employment Application; 2) A cover letter explaining how this internship is relevant to your educational goals; 3) Resume; 4) Two letters of reference; 5) An unofficial cumulative transcript. A valid driver's license with the ability to be insured under the Tribe's policy is preferred. Pre-employment drug testing required. **Application deadline: 4:30 pm. May 1, 2026.**

The Nez Perce Tribe Department of Fisheries Resources Management Production Division is recruiting for: **AIDE I - HIGH SCHOOL STUDENT INTERN(S) [HR-26-132].** The student will be placed in rotation through the Watershed Division, Research Division, and Production Division throughout the summer field season. Job duties will include but not be limited to: Watershed-assist with watershed and fisheries survey field data, planting, road surveys/culvert surveys, building and maintaining BDAs and PALs, other duties as assigned, Production-assist with hatchery operations for production, collection of brood stock, incubation and juvenile operations, other duties as assigned, Research-operations of rotary screw traps, adult weirs, PIT tagging, data recording, beach seining, other duties as assigned. Under general supervision of the DFRM (Interim) Education and Outreach Specialist, Project Leader, Biologist, Technicians. Requirement: Incoming high school student grades 9th-12th with a minimum age of fourteen (14) years. Student must maintain a minimum overall GPA of 2.0. A complete application packet include: Cover letter explaining how this internship is relevant to education goals, Nez Perce Tribe application, and two (2) letters of references. Student must submit complete cumulative transcripts (grades). The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled. (Grade 5)**

The Nez Perce Tribe Department of Fisheries Resources Management Production Division is recruiting for: **AIDE II - COLLEGE INTERN(S) [HR-26-133].** The student will be placed in rotation through the Watershed Division, Research Division, and Production Division throughout the summer field season. Job duties will include but not be limited to: Watershed-assist with watershed and fisheries survey field data, planting, road surveys/culvert surveys, building and maintaining BDAs and PALs, other duties as assigned, Production-assist with hatchery operations for



production, collection of brood stock, incubation and juvenile operations, other duties as assigned, Research-operations of rotary screw traps, adult weirs, PIT tagging, data recording, beach seining, other duties as assigned. Under general supervision of the DFRM (Interim) Education and Outreach Specialist, Project Leader, Biologist, Technicians. Requirements: High school diploma/GED or one (1) year of experience as a fisheries intern with a minimum age of 18 years. Must be an enrolled college student in good academic standing. Or a high school student with one (1) year of fisheries intern experience. Student must maintain a minimum overall GPA of 2.0. A complete application packet includes: Cover letter explaining how this internship is relevant to education goals, Nez Perce Tribe application, and two (2) letters of references. Student must submit complete cumulative transcripts (grades). 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 where you have been licensed to drive within the last three (3) years). **Open until filled. (Grade 7)**

The Nez Perce Tribe Department of Natural Resources/Horse Program is recruiting for: **THREE (3) AIDE I - INTERN(S) [HR-26-135]**. Students will be placed at the Sweetwater arena where they will be learning horsemanship skills, as well as the Nez Perce Horse Culture. Requirements: Nez Perce Tribal preference will apply, with a minimum age of fourteen (14) years and older, this includes incoming high school student's grades 9th-12, and recent graduates of high school, who are not currently enrolled in college. Student must maintain a minimum overall GPA of 2.0. A complete application packet includes: Cover letter explaining how this internship is relevant to education goals, Nez Perce Tribe application, and two (2) letters of references. Student must submit complete cumulative transcripts (grades). The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled. (Grade 5)**

Complete application may be mailed, emailed; TeamHR@nezperce.org or faxed to Human Resources Office, Nez Perce Tribe, P.O. Box 365, Lapwai, ID 83540, Phone (208) 843-7332, Fax (208) 843-7414.

Open to All qualified (In-House & General Public) for the following positions:

The Nez Perce Tribe Police Department is recruiting for: **CORRECTIONS SERGEANT [HR-23-151] (Full-time/Lapwai)**. This is an important position in the Police Department which requires current certification in an approved Corrections and/or Detention academy. This position assigned area of responsibility will primarily be the new correctional facility; provides input into training staff, supervises correctional officers and reviews all inmate complaints among other duties. Requires basic police officer course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officer Standards Training (POST) from any state. The selected candidate must successfully complete an honesty interview and polygraph, 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 the date of hire. Must have an honorable, good conduct, or honorable discharge from the military service, if applicable. Requires six (6) years' experience in Law Enforcement or related field. Requires three (3) years supervisory experience, demonstrated leadership capabilities and knowledge of management and supervisory practices. 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) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 20)**



The Nez Perce Tribe Mamáy'asnim Hitéemenwees is recruiting for: **TWO (2) HEAD START TEACHERS (SUCCESSFUL APPLICANT WILL BE ASSIGNED EITHER HS TEACHER II or III DEPENDING ON QUALIFICATIONS) [HR-23-164] (Full-time - 9 months/Lapwai). TEACHER II:** Requires minimum an AAS or AA in ECE. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Requires background check, physical exam, and TB test; must obtain CPR and First Aid Certification. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Prefer a valid driver's license but would require that the incumbent obtain a valid driver's license within six (6) months of appointment with the ability to be insured under the Tribe's policy. If you already have a driver's license, you must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 9) TEACHER III:** Requires minimum a BAS or bachelor's degree in ECE or a bachelor's degree in related field with a current CDA and one-year related experience. Responsible to lead and supervise classroom activities. Responsible for planning and implementing and evaluating educational activities in compliance with HS Performance Standards. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Requires background check, physical exam, and TB test; must obtain CPR and First Aid Certification. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Prefer a valid driver's license but would require that the incumbent obtain a valid driver's license within six (6) months of appointment with the ability to be insured under the Tribe's policy. If you already have a driver's license, you must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 11)**

The Nez Perce Tribe Mamáy'asnim Hitéemenwees - Lapwai Center is recruiting for: **BUS DRIVER [HR-23-165] (Full-time - 9 months/Lapwai).** To assist the program as directed in delivery of services to children and their families; transport children to and from school and field trips, work with Head Start families, conducts bus inspections, and maintains assigned bus as required. Maintains daily bus logs and up-to-date passenger list. Assists teaching staff on field trips and in the classroom, assists with program activities such as setting up for special events or meetings. Conducts visits to families in need of transportation services as necessary, develops routes and transportation schedules in consultation with supervisor. Requires High school diploma or GED. Requires a Commercial Driver's License (CDL). Requires 3 - 6 months experience. Requires CPR and First Aid Certification within 30 days of hire. Requires criminal background/fingerprint check, DOT 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. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 5)**

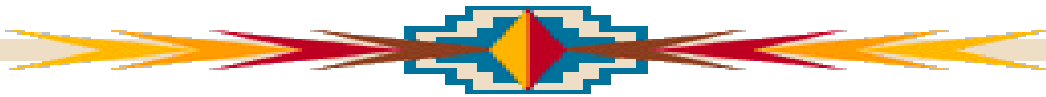
The Nez Perce Tribe Education Department Career Center is recruiting for: **INSTRUCTOR I [HR-23-198] (Part-time/Lapwai/Orofino and Kamiah).** The primary responsibility is a commitment to student success to attain high school equivalency using a General Education Development (GED) program. The instructor will teach using a variety of methods, synchronous and asynchronous, to students with varying levels of basic skills. The position is part-time using a flexible schedule not to exceed 29 hours per week. The duty station is Lapwai, Idaho or Kamiah, Idaho. A bachelor's degree in education or related field is required; a secondary teaching certification and emphasis in special education is desirable. A minimum of two years' experience teaching developmental reading, writing and math courses is required.



The Career Center interest is to hire up to two instructors to serve a student(s) in a designated tribal office location at Lapwai, Orofino and/or Kamiah. Please submit resume, unofficial college transcript, and your educator certification with your NPT application. [Class/job description available at the NPT Human Resources Department.](#) The Nez Perce Tribe is a drug free work environment, preemployment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide an unofficial college transcript and educator certification; and a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 16)**

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) [HR-23-206] (Full-time regular)**. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma 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. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 21/\$31.71)**

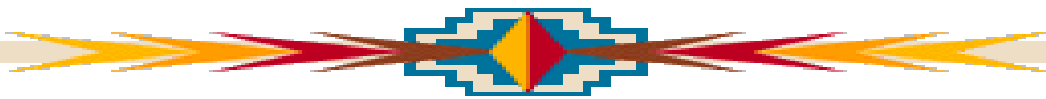
The Nez Perce Tribe Police Department is recruiting for: **CORRECTIONS OFFICER(S) (HR-24-108] (Full-time Lapwai)**. To provide direct supervision and oversight of inmates housed at the Nez Perce Tribal Department of Corrections Facility. Responsible for daily operations, including but not limited to; feeding inmates, ensuring medications are correctly administered, hourly checks are performed and ensuring peace and public order are maintained in a secured well-regulated correctional facility. Will assist in ensuring the facility will meet and/or exceed the applicable standards set forth including the adherence to all fire and safety codes. This is a sworn position under the supervision of the Corrections Sergeant Commander. Requires a high diploma or GED. Must be a minimum of eighteen (18) years of age at the time of appointment. Requires the completion of; Peace Officers Standards and Training (POST), or Federal Law Enforcement Center (FLETC), or Indian Police Academy (IPA) training and certification within one (1) calendar year of hire date. Must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and complete a complete background investigation prior to and to retain employment. Must enter a contract with the Nez Perce Tribe to work for four (4) consecutive years from the date of hire. [Class/job description available at the NPT Human Resources Department.](#) The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 12)**



The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (LATERAL) [HR-24-198] (Full-time)**. To protect and serve the people of the Nez Perce Tribe. The class is responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned areas of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within thirty (30) miles' 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. The 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. The 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. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. Requires a positive work history that reflects a strong work ethic, good character and a willingness to learn and follow instructions. Class description available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 21/\$31.71 (DOQ))**

The Nez Perce Tribe Department of Law & Justice is recruiting for: **CHIEF JUDGE [HR-25-151] (Full-time/Lapwai)**. This position requires a wide range of legal, administrative, management and budgetary skills. The Chief Judge 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 of the Chief Judge to assure an effective and fair Tribal Court. In addition, supervises Associate Judges, and Court Administrator. 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 driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 28)**

The Nez Perce Tribe Students for Success Program is recruiting for: **PREVENTION OUTREACH WORKER [HR-25-168] (Full-time/Lapwai)**. Position is grant funded for three (3) years. 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/im-agery 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 communication skills, highly motivated and can 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) experience preferred in Drug and Alcohol prevention, intervention or treatment, criminal justice, social work, or any discipline involving youth. Responsible to deliver reservation-wide outreach. This position will report directly to the Students for Success Director. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other states where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 12)**

The Nez Perce Tribe Students for Success Program is recruiting for: **PROJECT COORDINATOR [HR-25-169] (Full-time/ Lapwai)**. Position is grant funded for two (2) years. Position may continue beyond two (2) years contingent upon funding. Will report directly to the Students for Success Director. Responsibility to deliver reservation-wide outreach. Requires excellent organizational and multi-tasking skills to oversee and implement grant initiatives. Responsible for supervision of project staff, project activity planning, monitoring and evaluation. Must have excellent writing and oral communication 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 job experience may be substituted for each year of required college education. Requires (3) years of prevention and program/grants administration experience, and one (1) year supervisory experience. Experience working with Native American students and families is 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 14)**

The Department of Fisheries Resource Management is recruiting for: **PROFESSIONAL V - FISHERIES DATA MANAGEMENT PROJECT LEADER [HR-25-179] (Full-time). May be stationed in Sweetwater, ID; McCall, ID.; or Joseph, OR., depending on program needs.** Responsible for implementing, maintaining, and repairing Research Division databases, including oversight of the Division's centralized database management system (CDMS), monitoring performance and capacity, managing and developing data flows to integrate internal and external resources, and planning for future expansion. The role includes development and implementation of data management and website applications using Microsoft SQL Server, JavaScript, C# web services, and API endpoints, as well as management of Git version control software and remote GitHub repositories to support collaborative workflows. Responsibilities also include maintaining and operating the Fisheries website to visually publish summarized data from internal and external sources, coordinating with all Fisheries departments to efficiently store and publish pertinent data, and collaborating with external partners such as the Columbia River Inter-Tribal Fish Commission, StreamNet, FINS, and RMIS to support data sharing in line with contractual obligations and Tribal objectives. The position also involves managing Division budget data and analysis, supervising and training staff as needed, and requires excellent written and verbal communication skills along with proficiency in spreadsheets, databases, and analysis software. A Bachelor's degree in a related field is required (Master's preferred), with five (5) years of related professional experience (or three years with a Master's degree) and at least two (2) years of supervision experience. Please provide a cover letter, resume, college transcripts, and three (3) letters of reference; incomplete application packets will not be considered. Class/job description is available through 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 report (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled (Grade 22) Starting wage of \$33.35 per hour and higher DOE.**



The Nez Perce Tribe Boys & Girls Club is recruiting for: **YOUTH DEVELOPMENT PROFESSIONAL(S) [HR-25-182] (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 or 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) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 9/Step1)**

The Department of Fisheries Resource Management is recruiting for: **PROFESSIONAL III - PRODUCTION SUPERVISOR II [HR-26-101] (Full-time/Dworshak Nation Fish Hatchery, Ahsahka, ID.)**. Responsibilities include: oversight of personnel, budget management, and production of 5 million juvenile salmon. Requires bachelor's degree in related field (Master's preferred). Related field and/or course work requirements defined in job expectations. Requires three (3) years related professional level experience (one year experience with Master's degree.). Requires two (2) years supervisory experience. Please provide cover letter, resume and three (3) letters of references along with your NPT application. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 20/\$30.14) DOE**

The Department of Fisheries Resource Management is recruiting for: **FISHERIES TECHNICIAN(S) II - HR-26-106**. Start your Fisheries Career NOW!!!! Come and work for the Nez Perce Tribe Fisheries Resources Management Department. Current openings for multiple positions are now open and WE NEED YOU to be a part of our Fisheries Team – Apply Now! Multiple positions currently open!!! Fisheries Technician II regular full-time permanent and seasonal positions to be stationed at: Sweetwater, Orofino, McCall, Lapwai in Idaho, and in Joseph Oregon. Technician II position(s) get to travel, see amazing areas, help restore and maintain the Tribes beloved salmon, steelhead, and lamprey populations. Exciting work opportunities are available assisting and supervising our habitat and watershed projects, working in our hatcheries and production facilities, and working on evaluation projects. Positions are responsible for assigned duties from handling fish, surveying and maintaining trails, remote stream surveys, identifying and marking fish, supervising staff, entering critical data, and other related duties as assigned. Must be mechanically inclined and have good computer skills. Must be highly motivated and have the ability to work cooperatively with others. Requires two (2) years of college education (48 Credits). Three (3) years of relevant experience is equivalent to one (1) year college. Requires one (1) year of related experience to project needs and six (6) months leadership experience. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open Until Filled. (Grade 11) (wage range \$19.54 and up)**

The Department of Fisheries Resource Management is recruiting for: **FISHERIES TECHNICIAN(S) I - HR-26-107**. Start your Fisheries Career NOW!!!! Come and work for the Nez Perce Tribe Fisheries Resources Management Department. Current openings for all positions are now open and WE NEED YOU to be a part of our Fisheries Team – Apply Now! Fisheries Technician I regular full-time permanent and seasonal positions to be stationed at: Lapwai,

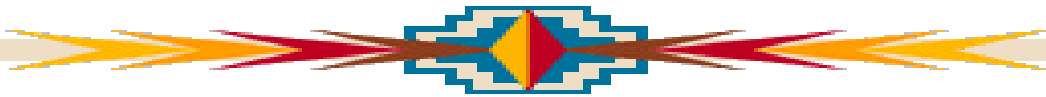


Sweetwater, Orofino, Dworshak, Powell, McCall, ID., and Joseph, OR. Technician I position(s) get to travel, see amazing areas, help restore and maintain the Tribes beloved salmon, steelhead, and lamprey populations. Exciting work opportunities are available assisting our habitat and watershed projects, working in our hatcheries and production facilities, and working on evaluation projects. Positions are responsible for assigned duties from handling fish, surveying and maintaining trails, remote stream surveys, harvest monitoring, identifying and marking fish, entering critical data, and other related duties as assigned. Must be mechanically inclined and have good computer skills. Must be highly motivated and have the ability to work cooperatively with others. Requires a High School Diploma/GED. General work 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) where you have been licensed to drive in the last three (3) years. This position **Open Until Filled.** (Grade 9) (wage range \$17.85 and up)

The Nez Perce Tribe Department of Fisheries Resources Management is recruiting for: **WALLOWA LAKE FISHERIES TECHNICIAN I INTERN [HR-26-108] (Full-time Seasonal/Joseph, OR).** Will provide an early career Nez Perce Tribal member valuable exposure to ecological research and natural resource management. This position will focus on Wallowa Lake fisheries research. The intern will also gain exposure to all aspects of NPT fisheries work in northeast Oregon. Duties include gaining experience with extensive limnological study of Wallowa Lake in support of potential Sockeye Salmon reintroduction efforts; spawning habitat surveys; zooplankton and mysis shrimp vertical tow sampling; and monitoring of vertical temperature, dissolved oxygen, and conductivity profiles. Must be highly motivated and work cooperatively with others. In addition to hourly wages, transportation (if needed), housing and food per diem will be provided. Requirements include High School Diploma or GED, prefer individual to be enrolled or going to enroll in college. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 9)

The Nez Perce Tribe Boys & Girls Club is recruiting for: **YOUTH DEVELOPMENT PROFESSIONAL(S) [HR-26-110] (Part-time (29 hrs. or less)/Kamiah).** 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 or 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) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 9/Step1)

The Nez Perce Tribal Department of Fisheries Resources Management is recruiting for: **PROFESSIONAL I SRBA PRODUCTION SUPERVISOR [HR-26-131] (Full-time/Ahsahka, ID).** To fulfill the SRBA Production Biologist position at Dworshak Fish Hatchery. Assists the Dworshak Hatchery Manager (USFWS) in production of 2.1 million Steelhead smolts, 1.1 million spring Chinook smolts, 280,000 coho, trout and other species as assigned. Responsibilities include: personnel supervision, scheduling, planning, fish culture and fish health, data collection, analysis, summarization and reporting. Work schedule includes rotating duty on weekends and holidays as assigned. Physical requirements are medium to heavy work that involve walking or standing most of the time and



exerting up to 100 pounds of force on a recurring basis. Requires Bachelor's degree in related field. Related field and/or course work requirements define 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 from where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 17)**

For current grade and pay scale go to www.nezperce.org to review.

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

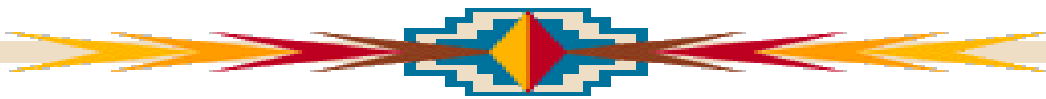
Lapwai, Idaho, 83540

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

- **United States Census Bureau is recruiting for Field Supervisors.** Field supervisors are responsible for data collection. Manage, train, and supervise a team of Field Representatives. When needed, conduct in-person interviews to collect survey census data throughout the assigned geographic area. To apply go to <https://www.usajobs.gov/job/860716400>. **Field Representatives.** Interviews respondents to collect survey data as required for ongoing surveys. Reads survey materials and conducts interviews in person at respondent's home. Serves as a primary point of contact for respondents and Census management. To apply go to <https://www.usajobs.gov/job/857493200>. **Open until filled.**
- **The Nez Perce Tribe Career Center is recruiting for: Building Trades Instructor.** To introduce youth to the construction trades. The position is a contracted position to teach the course requirements for a pre-apprenticeship readiness program (est. 120 hours) for the construction trades using curriculum approved by the U.S. Department of Labor YouthBuild Program. Desirable qualification is the instructor is certified to teach the curriculum with Trades for the Future (MC3), National Center for Construction Education and Research (NCCER); or the National Association of Home Builders (NAHB). If not certified, a willingness to become a certified instructor. Classes are scheduled to begin mid to late October through September 2026 using a variable work schedule to teach up to thirty students in 2-3 cohorts of 10-15 students per class. Submit a resume to, and for detailed information, contact Kay Seven at 208-621-4604 or email to kseven@nezperce.org. **Open until filled.**



- Idaho Department of Labor, Lewiston, ID is recruiting for: Administrative Assistant (#2533643), Sheet-metal & Multicraft Worker (#2530709), Manufacturing Supervisor/Day Shift (#2532769), Opl Examiner I (#2533547), Press Brake Operator (#JC290853595), Long Term Care Ombudsman/Lewiston (#2532214), Commercial Driver/Part Time (#JC290967436), Retail Sales Support- Lewiston Center Mall (#JC290986678), Family Service Worker – CYFS (#JC290840821), Operations Maintenance Coordinator (#2532854), IFM Director (#2530767). **Orofino:** Physical Therapist (#2529852), Water Treatment Operator/Kamiah (#2532770), CNC Machinist (#2524864), Reimbursement Specialist II (#2532821), Data Entry (#2532820), Housekeeper (#2529854), Culinary Aide (#2532822), Temporary Transportation Technician- Flagger (#JC289094073). For more information and how to apply go to <https://idahoworks.gov>. Closing dates very depending on positions.
- AVISTA is recruiting for: Process Excellence Partner, Construction Services Technician, Project Manager, Pre Apprentice Hydo Operator – Temporary (Up to 6 months), Apprentice Network Technician (Various Locations), Journeyman Protection Control Meter Technician. For more information and how to apply go to www.myavista.com/about-us/working-at-avista.
- Confederated Tribes of the Umatilla Indian Reservation (CUTIR) is recruiting for: Deputy Executive Director, Executive Assistant to the Office of Executive Director, Advanced Wildland Firefighter (up to 4 positions), Entry Level Wildland Firefighter/firefighter type 2 (up to 12 positions), Community Resource Case Worker I, Program Assistant (Family Engagement), Fisheries Tech. I-II Biomonitoring Project (Seasonal), eDNA Field Internship Opportunity-Freshwater Mussel (2 positions), Field Internship Opportunity (2 positions) Freshwater Mussel Lab, Fisheries Biologist I-Research, Monitoring & Evaluation & Projects, Fisheries Habitat Technician I (Grande Ronde Restoration Project), Supervisor Forester, Forester I, Inventory Forester, Umatilla Basin Hydrologist, Preschool Coordinator (RE-Advertised), After-School Education Program Coordinator (Re-Advertised), Sahaptian Language Apprentice, Indian Education Coordinator (RE-ADVERTISED) (2 positions), Surveillance Operator (2 positions), Home Inspector/Rental Coordinator HUD & Tribal Housing, Administrative Assistant II, Public Transit Bus Driver (3 position) (Part-time), Building Inspector (up to 3 positions) (Part-Time/On-Call), Electrical Inspector Transit Fleet and Safety Manager, Cook- Cashier (up to 2 position) (Part-Time) Re-Advertised, Police Officer (2 positions), Communications Officer, BOLSTER Lead. For more information and how to apply go to <https://ctuir.org>. Closing dates vary depending on positions.



NEZ PERCE TRIBAL EMPLOYMENT RIGHTS
COMMISSION

NOTICE

Advertise - 1 - TERO Commission Position

This is to fill the vacant positions term (1/12/26-1/12/29) 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 an 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 applicant will accept and be able sworn in by Tribal Judge for the Term.***
- ***Notice: Deadline Dated: 04/13/26.***

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



NAAAP



Native American Apprenticeship Assistance Program

Contact:

Laatis Lawrence, TERO/TYAP Sponsor

(208) 843-7363 ext. 4856

laatisl@nezperce.org

Available to WA State Registered Apprentices who are members of Washington's federally recognized Tribes.

Native American apprentices may be eligible for **grant aid to help pay** for your apprenticeship training costs!

- Applications **available now**.
- We recommend submitting applications by **May 1, 2026**. Funding is limited and may be awarded on a first-come, first-served basis.
- The money can be used for **tuition & fees, supplies, tools, and more**.

 WASHINGTON STUDENT
ACHIEVEMENT COUNCIL
EDUCATION · OPPORTUNITY · RESULTS



WE ARE HIRING!



PROGRAM COORDINATOR

- Full-Time/Non-Exempt
- \$38.54-\$45.69 per hour/DOE/DOQ
- BA in psychology, social services, education; combination of experience & education may be considered.
- Minimum 2 years in a shift-based environment (healthcare, residential, shelter, youth services, education, or similar) with responsibility for scheduling or coverage.
- Flexibility to support 24/7 operations, including evenings/weekends/on-call.

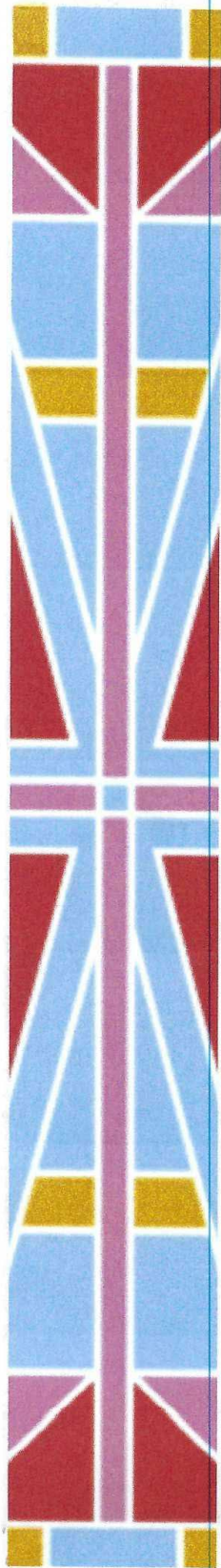
POSITION SUMMARY

The Behavioral Health Program Coordinator plays a key role in maintaining the operational integrity of a 24/7 behavioral health program serving children and adolescents.

This position supports the Program Director by ensuring consistent staffing, organizing therapeutic activities, collecting program data, and delivering specialized training to frontline staff.

The coordinator helps foster a trauma-informed, culturally responsive environment while ensuring smooth day-to-day operations and compliance with program standards.

For more information and/or to apply:
www.healinglodge.org
Indeed and/or ZipRecruiter



LAPWAI

INDIAN EDUCATION DEPARTMENT

Join our team!

TITLE VI - JOHNSON O'MALLEY
PROGRAMS ARE SEEKING TO FILL
2 **VACANT** POSITIONS ON THE
INDIAN PARENT COMMITTEE
(IPC)

PLEASE SEND YOUR LETTER OF INTEREST
TO RTAYLOR@LAPWAI.ORG

Position opened until filled.

Lapwai School District #341



2026-2027 SCHOOL YEAR

- Middle-High School Principal
- Kindergarten Teacher

CURRENT OPENINGS

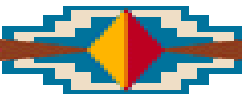
- Full-time Custodian
- Behavior Intervention Specialist
- Behavior Intervention Paraprofessional
- Bus Driver
- Certified Substitutes (\$155.00/day)
- Non-Certified Teacher Sub (\$140.00/day)

BENEFITS

HEALTH, VISION, DENTAL, PERSI RETIREMENT, LIFE INSURANCE
PAID SICK LEAVE AND PERSONAL DAYS, PERSI CHOICE 401(K)
OPTIONAL AFLAC PLANS.

LAPWAI IS AN EQUAL OPPORTUNITY EMPLOYER
ALL POSITIONS ARE SUBJECT TO A BACKGROUND CHECK

Please visit: www.lapwai.org/jobs for more information or
contact the Lapwai School District Office 208-843-2622



REQUEST FOR PROPOSALS HEARING OFFICER

The Nez Perce Tribe is requesting proposals for an independent contractor to provide the following professional services for all Nez Perce Tribe Affiliates, Affiliate Entities Listing: Nez Perce Tribe — Government, Nez Perce Tribal Enterprises, and Nimiipuu Health.

Grievance Hearings: Preside over employment Grievance Hearings and render a written decision to the affected HR Department; based on the findings of fact and conclusions of law that are in compliance with the Human Resource Manual and other approved tribal policies.

Arbitration: Preside over employee disputes according to the HRM, Tribal Code, and other approved policies and procedures. Provide Mediation services for employees involved in conflict in accordance with the Grievance Process or other Employee Complaints.

Employee Training: Provide employee training to include but not limited to:

- o Conflict Resolution
- o Reasonable Accommodations
- o How to Handle Difficult Employees
- o Team Building o Valuing Diversity
- o Discipline o Employee Evaluations
- o Stress Management
- o Sexual Harassment
- o Employment Law as it Applies to Tribes

Applicants must be licensed attorneys. Admission to the bar of any state is acceptable. Please list the last three employers; and three professional references.

The Nez Perce Tribe reserves the right to reject any and all proposals without cause. **This request for proposal is open until filled.** Send proposals to: Melissa Guzman, Interim Human Resources Manager; Human Resources; P.O. Box 365; Lapwai, ID 83540. For more information, please contact Melissa Guzman, HR Manager at 208/621-3680 or email melissag@nezperce.org.



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Nez Perce

WATER RESOURCES DIVISION
P.O. BOX 365 - LAPWAI, IDAHO - (208) 843-7368 - FAX (208) 843-7371

REQUEST FOR PROPOSALS (RFP)

CPRG Implementation Support, Procurement, and Reporting Services

Nez Perce Tribe, Water Resources Division

1. Background

The Nez Perce Tribe's Water Resources Division (WRD) is implementing a Climate Pollution Reduction Grant (CPRG) funded by the U.S. Environmental Protection Agency. The CPRG program includes multiple measures related to energy efficiency, electrification, transportation, and emissions reduction, including coordination across Tribal programs and subawards.

WRD is actively moving into implementation across multiple program areas. Due to a recent staffing change, additional support is needed to help keep the program organized, maintain progress, and meet federal requirements.

2. Scope of Work

The selected contractor will provide **implementation support, procurement support, project coordination, reporting assistance, and development of program management tools and systems** for the CPRG program.

The Tribe is seeking a contractor who can provide practical, hands-on support and help keep the program organized and moving forward. WRD will establish priorities and sequencing of tasks in coordination with the selected contractor.

Core Tasks

- Track progress of CPRG measures, milestones, and deliverables
- Support coordination and oversight of subawards (e.g., Tribal Housing Authority)

1



- Assist with preparation of EPA reports and required documentation
- Maintain project tracking tools, schedules, and budget summaries
- Coordinate with WRD staff, Tribal departments, and contractors

Program Management Tools and Systems

- Develop and maintain project tracking tools, dashboards, and documentation systems that are user-friendly and transferable to WRD staff
- Develop templates and tools to support EPA reporting, procurement, and subaward tracking
- Establish organized file structures and documentation practices for CPRG program records
- Ensure all tools, templates, and systems are delivered in accessible formats and can be maintained independently by WRD staff
- Provide a standard operating procedure (SOP) or other similar documentation so WRD staff can continue using these tools after the contract ends
- Assist with development, refinement, and maintenance of required CPRG tracking and reporting systems, including QAPP-related coordination, emissions tracking, and LIDAC benefits tracking and reporting, as applicable

Procurement and Implementation Support

- Assist in the development of RFPs, scopes of work, and other procurement documents for CPRG-funded activities (e.g., EV charging infrastructure, hybrid/EV vehicle procurement, contractor services)
- Provide practical recommendations on procurement approaches and sequencing of implementation
- Support planning and prioritization of project rollout (e.g., EV charging deployment, vehicle procurement)
- Provide practical guidance to support WRD decision-making

Authority and Role

The contractor will operate in an advisory and support role. WRD will retain all programmatic, financial, and procurement decision-making authority. The contractor will not independently represent the Tribe to EPA or execute procurements.

3. Contract Term and Budget

- Anticipated contract term: **6 months**
- Contract type: **Professional services agreement**
- Compensation: **Hourly or fixed monthly support**
- Not-to-exceed amount: **\$100,000**



- Respondents should propose a cost-effective level of effort appropriate to the scope of work and clearly identify proposed hours and assumptions.

The Tribe is not obligated to expend the full contract amount. Any contract extension or additional procurement will be based on program needs, contractor performance, funding availability, and applicable Tribal approval requirements. Invoices shall include a summary of work performed and hours billed by major task area.

4. Minimum Qualifications

- Experience with **federal grant management**, preferably EPA-funded programs
- Experience with **project management, reporting, and compliance tracking**
- Experience developing **procurement documents and supporting implementation of energy or infrastructure programs**
- Strong organizational and communication skills

Preferred Qualifications

- Experience working with Tribal governments or Tribal programs
- Experience with energy, electrification, transportation, or infrastructure deployment programs
- Familiarity with federal funding requirements (e.g., 2 CFR 200, Build America Buy America)
- Experience with EPA quality assurance requirements, emissions quantification, and benefits tracking/reporting is preferred

5. Proposal Requirements

Proposals should include the following:

1. Firm/Consultant Information

- Overview of the firm or individual
- Relevant experience and qualifications

2. Approach

- Description of how the scope of work will be carried out
- The contractor's anticipated work plan, key early deliverables, and approach for providing regular progress updates tied to completed tasks and work products



- Proposed staffing and level of effort (hours per week/month), including an estimate of hours by major task area (e.g., reporting, procurement support, coordination, tool development, and technical tracking/reporting support)
- Approach to coordination, procurement support, reporting, and development of tools/systems, and technical tracking and reporting support
- Description of how the contractor will ensure that tools, templates, and systems developed under this contract can be maintained and used by WRD staff after the contract ends

3. Relevant Experience

- Examples of similar work, particularly federal or EPA-funded projects
- Experience with Tribal governments (if applicable)

4. Cost Proposal

- Hourly rates and/or proposed total cost
- Estimated level of effort and cost assumptions
- Clear identification of the total proposed cost for the 6-month term

5. References

- At least two references for similar work

6. Indian Preference (Required Disclosure)

- Indicate whether the firm qualifies as an Indian-owned business under Tribal policy
- If claiming Indian Preference, provide documentation of eligibility

There is no strict page limit; however, proposals should be concise and focused on relevant experience and approach.

6. Evaluation Criteria

Proposals will be evaluated based on the following:

- Relevant experience and qualifications, including reference review (30%)
- Understanding of the scope and approach (30%)
- Cost and level of effort (30%)
- Responsiveness and completeness of proposal (10%)

Indian Preference will be applied in accordance with Tribal procurement policy.



7. Submission Information

Proposals must be submitted electronically to:

Ken Clark
Director, Water Resources Division
Nez Perce Tribe
kenc@nezperce.org

Deadline: May 15, 2026

8. Additional Terms

The Nez Perce Tribe reserves the right to:

- Reject any or all proposals
- Request additional information or clarification
- Negotiate scope, schedule, or cost with selected respondents
- Make an award without further discussion of the proposals submitted
- Investigate references, including references other than those provided in the proposal

All procurement actions will follow applicable Tribal procurement policies and federal grant requirements. Compensation must comply with applicable federal grant requirements, including EPA limitations on compensation for individual consultants where applicable.

9. Indian Preference

This procurement is subject to the Nez Perce Tribe's Indian Preference provisions in accordance with Tribal policy.

Preference will be given to qualified Indian-owned businesses and enterprises, consistent with applicable federal law. Firms claiming Indian Preference must provide documentation of eligibility.