~ NOVEMBER 23, 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.

To apply: Recruitments for *Entry Level* Positions **(*Grade 15 and below*)** will require a completed Tribal application, Driver's License Record (DLR). Recruitments for *Professional* Positions **(*Grade 16 and above*)** will require a complete Tribal application, Resume, and Driver's License Record (DLR). **Please submit one application per position.**

LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED

Open only to qualified IN-HOUSE applicants for the following positions:

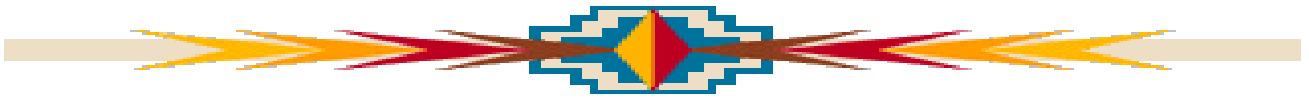
In compliance with the Human Resource Manual 2.2.4: All vacancies will be advertised "IN HOUSE" for all employees and Tribal members for a minimum of two weeks. Should a qualified RIF'ED employee apply, they will be given preference per the Nez Perce Tribe HRM 4.10.

The Nez Perce Tribe Finance Department is recruiting for: **Director of General Accounting [HR-26-196] (Full-time/Lapwai).** The Director of General Accounting is responsible for overseeing the Tribe's general accounting

and assisting the Finance Manager in the administration of Finance Office activities. This position provides leadership and supervision to accounting staff, ensures compliance with Generally Accepted Accounting Principles (GAAP) Governmental Accounting Standards Board (GASB) requirements, Uniform Administrative Guidance (2 CFR 200), Tribal policies, and other applicable federal, state, and funding agency regulations. Is responsible for maintaining the integrity of financial systems, coordinating financial reporting activities, supporting cash management functions, facilitating annual audits, and ensuring the implementation of strong internal controls. The position independently plans and implements projects, evaluates accounting processes for efficiency and effectiveness, and serves as a technical resource to departmental leadership and Tribal programs. Bachelor's degree in Accounting, Finance, Business Administration, or a closely related field; or an equivalent combination of education, training, and experience that provides the knowledge, skills, and abilities necessary to perform the work. Requires five (5) years of progressively responsible accounting or finance experience and three (3) years of supervisory or management experience. Must have exceptional and accurate proficiency in using a personal computer to develop, analyze, and report on financial data including MS Office Suite including an understanding of Accounting Software. Must have excellent communication skills, both oral and written, and the ability to handle conflict and problem resolution in a professional manner. Must have a positive work history. Requires the ability to pass an extensive background check and pre-employment drug screening. 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. **Closes: 12/04/26.** **(Grade 23)**

The Boys & Girls Club of the Nez Perce Tribe is recruiting for: **Program Director [HR-26-195] (Full-time/Kamiah).** The Program Director is a member of the administrative staff team, assisting the Unit Director and supporting Club personnel, Club members and all Club grants, programs, activities and events. The position is responsible for providing onboarding and continued training for Club personnel, supervising Club personnel, ensuring a safe, fun and positive environment, overseeing the core areas of the Club, overseeing the implementation of all Clubhouse grants, programs, activities and events. The position will provide guidance and discipline for Club members and notify or communicate with Club member's parent/guardian on any Clubhouse information, accident/incidents and/or behavioral issues and suspensions involving their child. The position coordinates with the Unit Director & assists with the strategic planning and implementation of the Clubs Mission, Youth Development Strategy, Formula for Impact, Clubhouse grants & youth development programs, data collection & reporting of programs, recruitment & annual club membership, Clubhouse program awareness & advertising, care and upkeep of the Clubhouse facility and community collaborations & partnerships. Requires two years of college education (48 credits). Three years of relevant experience is equivalent to one-year college. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must possess and maintain CPR, First Aid, and Automated External Defibrillator (AED) Certification within six months of employment. Must pass a criminal background check, fingerprint & drug test. Requires previous management experience and one (1) year supervisory work experience with youth ages 5-18. Experience with Boys & Girls Clubs preferred. Must provide college transcripts and a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Closes: 11/30/26.** **(Grade 13)**

The Nez Perce Tribe Wildlife Program is recruiting for: **Wildlife Technician II [HR-26-194] (Full-time/Lapwai).** This position is field intensive working a 4-day, 10-hour schedule most of the year. The purpose of this position is to conduct rare plant surveys, delineate and map plant communities, monitor noxious weed control efforts, collect and identify herbarium specimens, monitor vegetation plots, collect native seeds for propagation, and utilize GIS technology to map plant populations. Good work habits, congeniality with workers, communication skills, and com-



mitment to safety are required. Requires one-year of related experience to project needs and six-months leadership experience. Requires two years of college education (48 credits). Three years of relevant experience is equivalent to one-year college. 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. Tribal preference applies. **Closes: 11/30/26. (Grade 11)**

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. **Closing: Open until filled.** ***(Grade20)***

The Nez Perce Tribe Department of Social Services/Indian Child Welfare is recruiting for: **'init' 'HOME" YOUTH MENTOR [HR-26-182] (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**. Closing: Open until filled.** ***(Grade 15)***

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

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. **Closing: Open until filled.** ***(Grade 16)***

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. **Closing: Open until filled.**
(Grade 9/Step1)

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. **Closing: Open until filled.** ***(Grade 9)***

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. **Closing: 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. **Closing: Open until filled.** ***(Grade 22)***

The Nez Perce Tribe's Office of Legal Counsel is recruiting for: **STAFF ATTORNEY [HR-26-147] (Full-Time LAPWAI).** The applicant has relevant experience with land, water rights, and natural resource matters related to the protection and management of the Tribe's sovereignty and treaty-reserved rights. The staff attorney would be under the supervision of the Managing Attorney and provides legal advice and representation to the Nez Perce Tribe Executive Committee, the governing body of the Nez Perce Tribe. The Office of Legal Counsel provides the full range of legal services to the Nez Perce Tribe, headquartered in Lapwai, Idaho, and consists of six attorneys and three support staff. Requires a Juris Doctorate degree. The applicant must have at least five (5) years of relevant legal experience practicing environmental and natural resources law, Indian law, and related matters and ideally will have experience working for or with federally recognized Indian tribes, federal and state agencies, or non-governmental organizations. The candidate will be comfortable handling litigation, transactional negotiations, project management, and strategic planning. The candidate will be a team player and will have sound judgment, accompanied by excellent research, writing and oral communication skills. The candidate will have the ability to analyze complex factual, legal, and policy issues; delve deeply into any area of law; and respond to a wide array of legal issues that require prompt and accurate analysis on a day-to-day basis. The Nez Perce Tribe offers an attractive compensation package, including medical and life insurance, 401(k) contribution, and a generous leave policy.

Insurability and pre-employment drug screening is required. Tribal, Indian, and Veteran's preferences apply. Applicant must be a member of a state bar and in good standing and be admitted to the Idaho state bar within one year of hire. Please contact Jeanette Moody in the Office of Legal Counsel at 208.843.7355 if you have any questions about this position. Please provide a cover letter, résumé, job application (form available at www.nezperce.org), and writing sample to Human Resources, P.O. Box 365, Lapwai, ID. A class description is available from Human Resources. **Closing: Open until Filled**. ***(Grade 28).***

The Nez Perce Tribe Department of Law & Justice is recruiting for: **CHIEF OF POLICE/DIRECTOR OF PUBLIC SAFETY [HR-26-143] (Full-time).** The purpose of the class is to supervise staff and provide management of the Nez Perce Tribal Police, and related law enforcement and emergency services. The class is responsible for staff supervision, planning, civil and criminal processes, training, equipment and supplies budget, policy, and reporting. The class researches and formulates long range goals for the organization; develops policies and position papers and reports to the Law & Order Executive Officer (LOEO). This position is hired under contract with the Nez Perce Tribe. Requires one of the following: Master's degree in law enforcement or closely related field with no less than seven (7) years of successful Law Enforcement experience including no less than four (4) years successful supervisory experience in a law enforcement agency. Bachelor's degree in law enforcement or closely related field with no less than ten (10) years of increasingly responsible and successful Law Enforcement experience including no less than five (5) increasingly responsible and successful Law Enforcement experience including no less than five (5) years successfully supervisory experience in a law enforcement agency. Successful completion (2.5 GPA or higher) of at least two (2) years of post-secondary education preferably including courses in Law Enforcement experience including no less than seven (7) years of successful supervisory experience in a law enforcement agency. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Closing: Open until filled.** ***(Grade 26, annual salary of 95k-125k DOQ)***

The Nez Perce Tribe Finance Department is recruiting for: **FINANCE DEPUTY DIRECTOR [HR-26-163] (Full-time/Lapwai).** This position will serve as the second-in-command for the Finance Department, assisting the Finance Manager in overall administration, direction, and coordination of all financial operations of the Nez Perce Tribe. This position provides executive-level leadership, strategic planning, and operational oversight for accounting, grants, payroll, accounts payable, accounts receivable, procurement, tax compliance, and administrative functions. Requires bachelor's degree in accounting, Finance or a closely related field. Master's degree is preferred. Requires three (3) years of progressively responsible professional accounting/ finance experience, including experience with tribal federal grants in accordance with Uniform Guidance (2 CFR 200). Requires three (3) years of direct supervisory experience. Advanced level with Microsoft Excel that includes pivot tables and advanced formulas for data and financial modeling, and scenario analysis. Experience with software applications and financial enterprises systems. Requires a Valid Driver's License and ability to be insured under the Tribe's policy. Requires the ability to pass a background check. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. Please provide a copy of your college diploma. **Closing date: Open until Filled.** ***(Grade 24)***

RE-ADVERTISE The Nez Perce Tribe Water Resources Division is recruiting for: **CLIMATE POLLUTION REDUCTION GRANT (CPRG) COORDINATOR [HR-26-148] (Full-time/Lapwai).** The CPRG Coordinator will manage multi-million-dollar projects funded through the EPA Climate Pollution Reduction Grant, including residential energy improvements, housing upgrades, renewable energy projects, battery storage, electric vehicle infrastructure, fleet transition, wood stove replacement, and afforestation activities. Responsibilities include project planning, budget tracking, grant administration, procurement and contract coordination, reporting, partner coordination, and compliance with Tribal, federal, and grant-specific requirements. Requires a bachelor's degree in project management, Business Administration, Public Administration, Environmental Science, Environmental Engineering, Renewable Energy Technology, Urban and Regional Planning, Environmental Policy, or a related field. Master's degree preferred. Requires five years of professional-level experience managing complex projects, budgets, grants, contracts, or related programs, or three years with a master's degree. Requires two years of supervisory, team leadership, project oversight, or staff coordination experience. Class/job description available from the Nez Perce Tribe Human Resources Department. Provide college transcripts and a cover letter. The Nez Perce Tribe is a drug-free work environment; pre-employment drug testing is required. Requires a valid driver's license and ability to be insured under the Tribe's policy. Must provide a three-year driving record. **Closing: Open until filled. (Grade 22)**

The Nez Perce Tribe Water Resources Division is recruiting for: **SOLID WASTE & RECYCLING TECHNICIAN I [HR-26-166] (Full-Time/ Lapwai)**. Responsible for assisting the Solid Waste and Recycling Technician II and/or Solid Waste Coordinator in a variety of tasks associated with implementing and improving solid waste and recycling operations for the Nez Perce Tribe. Collecting recyclable materials, working in the recycling center and baling recycled materials; hauling solid waste to the landfill, hauling baled recyclables to recycle facilities; performing education and outreach for solid waste and recycling, reducing the solid waste stream; and working with other Technician I level personnel. 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. **Closing: Open Until Filled.** ***(Grade 9).***

RE-ADVERTISE&REVISED The Nez Perce Tribe Students for Success Program is recruiting for: **PREVENTION OUTREACH SPECIALIST [HR-26-172] (Full-time until June 30, 2027).** After June 30, 2027, the position will be Part-Time (20-24 hours per work). Requires excellent organizational and multi-tasking skills to implement the comprehensive prevention outreach objectives for the program's multiple funding sources. Responsible for development and implementation of project goals and objectives to cultivate positive change in youth behavior with evidence-based best practices to serve youth through cultural activities and life skills. coordinates prevention and enrichment activities with other youth programs, outreach services and education agencies. Works closely with Program Director to implement, monitor, and evaluate grant projects. Must have excellent writing and oral communication skills, highly motivated and can work independently and cooperatively with others. Requires associate's degree, vocational technical degree, or specialized training equivalent to satisfactory completion of (2) two years of college education. Three years of relevant experience is equivalent to one year of college. Requires two (2) years of experience in any of the following areas: Drug and Alcohol prevention, intervention or treatment, criminal justice, social work, social sciences or any discipline involving youth (volunteer or paid). This position will report directly to the Students for Success Director and will be stationed in the Lapwai Students for Success Office, with the responsibility to deliver reservation-wide outreach. Requires a valid driver's license with the ability to be insured under the Tribes policy. The Nez Perce Tribe is a drug-free workplace; pre-employment drug testing is required. Tribal preference applies. **Closes: Open Until Filled.** ***(Grade 13)***

The Department of Natural Resources Water Resources Division is recruiting for: **WATER RESOURCES SPECIALIST [HR-26-179] (Full-time permanent/Lapwai)**. The successful applicant will join a professional and experienced team working to restore and enhance streams and wetlands, while monitoring water quality for the Tribe. Primary duties include a variety of tasks associated with assessing and improving water quality on the Nez Perce Reservation, including developing relationships with agricultural producers; stream restoration projects; riparian assessment and water quality monitoring; data collection and management; contract creation and supervision of subcontractors; report writing; professional presentations; and grant writing. Applicants should also be familiar with operating power equipment and using GPS devices. Requires self-motivation; problem-solving skills; the use of mathematics involving algebra and descriptive statistics; and computer skills including Microsoft Word, Excel, and ArcPro. The incumbent must be in good physical condition and be able to lift up to 50 pounds on a recurring basis, hike over various terrain, and wade in wetlands and streams. Requires a B.S. in biology, ecology, botany, hydrology, environmental science, or a related biological or physical science field (M.S. degree 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 Driver's License and ability to be insured under the Nez Perce Tribe 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. **Closing: Open until filled.** ***(Grade 17)*** *(wage range $25.98/hr and up DOE).*

The Nez Perce Tribe Boys & Girls Club is recruiting for: **TWO (2) YOUTH DEVELOPMENT PROFESSIONAL(S) [HR-26-186] (Full-time/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. **Closing: Open until filled.** ***(Grade 9/Step1)***

The Nez Perce Tribe Boys & Girls Club is recruiting for: **YOUTH DEVELOPMENT PROFESSIONAL(S) [HR-26-187] (Full-time/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. **Closing: Open until filled.** ***(Grade 9/Step1)***

The Nez Perce Tribe Education Department is recruiting for: **ADMINISTRATIVE/HIGHER EDUCATION SPECIALIST [HR-26-181] (Full-time/ Lapwai).** To provide administrative support for the Education Department Manager's operations and outreach to higher education students. Assists with grant compliance, evaluation, and monitoring

activities. Maintains department database(s), trouble shoots and resolves computer software problems with assistance from technical support and implements effective computer applications to facilitate efficient office operations. Assists with the development of operational budgets, maintains cuff accounts, processes departmental expenditures, maintains spreadsheets to track payments to school teams, and works with vendors to process orders and secure services. Collects and tracks required documents to process tribal scholarship applications, monitors and troubleshoots online application system, contacts students to request documents or provide updates, sets up scholarship files, reviews past files to determine eligibility and past awards, maintains scholarship record's management and tracking systems, updates scholarship review forms annually, develops check request forms and submits to Finance, manages correspondence and check release to student and higher education institutions, processes and tracks student incentives for degree completion, and establishes or updates vendors with Finance. Advises tribal scholarship recipients about maintaining Academic Good Standing and meeting eligibility criteria following the Nez Perce Higher Education Scholarship Plan of Operation. Increases knowledge on college admissions, financial aid, retention, student support services, and other scholarship opportunities. Generates routine and special reports, documents department activities and events, makes presentations, and formats and distributes information on tribal Education-related issues. Performs routine clerical tasks, such as personnel schedules, pay vouchers, signature log, processing incoming and outgoing mail, data entry, record's keeping, filing, faxing, photocopying, or telephoning. Prepares correspondence, memos, appointments, schedules, reviews and edits documents, and assists in developing and submitting NPTEC subcommittee packets. Receives and screens incoming calls and visitors, answers questions, resolves problems, directs callers and visitors to the appropriate personnel, and takes messages. Always maintain confidentiality and professionalism. The position is supervised by the Education Manager. A full class description is available upon request. Requires two years of college education (48 credits), or specialized training equivalent to satisfactory completion of two (2) years of college education with emphasis on administrative skills, business, computers, or closely related field. Office experience with a computer background will be considered. Certifications specific to advising students entering higher education or training programs preferred. Three (3) years of office experience using computer database applications and providing direct services to college students, and one (1) year tribal government experience preferred. Training in database operations and utilization required after hire. Must be able to pass a criminal background check. Requires a valid driver's license with the ability to be insured under the Tribe's Policy. *A Driver's License Report (DLR) from the state your driver's license is/was issued, is required with your application.* **Closing: Open until filled.** ***(Grade 13)***

The Nez Perce Tribe Department of Executive Direction/ Appaloosa Express Transit System is recruiting for. **One (1) Van/Bus Operator On-Call (Kamiah) [HR-26-193]** The Transit Van/Bus Operator is responsible for the safe and efficient operation of transit vehicles providing transportation services to tribal members and the general public. Requires High School Diploma or GED and prefer two (2) years vocational education. Minimum of five (5) years of driving experience and ability to obtain and maintain a DOT Medical Examiner's Certificate. (1) year of customer service experience, Commercial Driver's License (CDL) with Passenger Endorsement, and First Aid and CPR certification preferred. Driving requirements, No Driving Under the Influence (DUI) conviction within the previous three (3) years. No more than one (1) DUI conviction on the entire driving record. No more than three (3) minor moving violations within the previous three (3) years. Successful completion of Department of Transportation (DOT) medical exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list which includes a drug screen to operate Appaloosa Express vehicles. https://nationalregistry.fmcsa.dot.gov/NRPublicUI/Drivers.seam The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record where you have been licensed to drive in the last three (3) years. Full position description available at NPT Human Resources. **Closes: Open Until Filled.** **(Grade 10)**

The Nez Perce Tribe Department of Executive Direction/ Appaloosa Express Transit System is recruiting for. **One (1) Van/Bus Operator On-Call (Lapwai) [HR-26-192]** The Transit Van/Bus Operator is responsible for the safe and efficient operation of transit vehicles providing transportation services to tribal members and the general public. Requires High School Diploma or GED and prefer two (2) years vocational education. Minimum of five (5) years of driving experience and ability to obtain and maintain a DOT Medical Examiner's Certificate. (1) year of customer service experience, Commercial Driver's License (CDL) with Passenger Endorsement, and First Aid and CPR certification preferred. Driving requirements, No Driving Under the Influence (DUI) conviction within the previous three (3) years. No more than one (1) DUI conviction on the entire driving record. No more than three (3) minor moving violations within the previous three (3) years. Successful completion of Department of Transportation (DOT) medical exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list which includes a drug screen to operate Appaloosa Express vehicles. https://nationalregistry.fmcsa.dot.gov/NRPublicUI/Drivers.seam The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record where you have been licensed to drive in the last three (3) years. Full position description available at NPT Human Resources. **Closes: Open Until Filled. (Grade 10)**

The Nez Perce Tribe Department of Executive Direction/ Appaloosa Express Transit System is recruiting for. **One (1) Van/Bus Operator P/T (Lapwai) [HR-26-191]** The Transit Van/Bus Operator is responsible for the safe and efficient operation of transit vehicles providing transportation services to tribal members and the general public. Requires High School Diploma or GED and prefer two (2) years vocational education. Minimum of five (5) years of driving experience and ability to obtain and maintain a DOT Medical Examiner's Certificate. (1) year of customer service experience, Commercial Driver's License (CDL) with Passenger Endorsement, and First Aid and CPR certification preferred. Driving requirements, No Driving Under the Influence (DUI) conviction within the previous three (3) years. No more than one (1) DUI conviction on the entire driving record. No more than three (3) minor moving violations within the previous three (3) years. Successful completion of Department of Transportation (DOT) medical exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list which includes a drug screen to operate Appaloosa Express vehicles. https://nationalregistry.fmcsa.dot.gov/NRPublicUI/Drivers.seam The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record where you have been licensed to drive in the last three (3) years. Full position description available at NPT Human Resources. **Closes: Open Until Filled. (Grade 10)**

The Nez Perce Tribe Department of Executive Direction/ Appaloosa Express Transit System is recruiting for. **One (1) Van/Bus Operator F/T (Kamiah) [HR-26-190]** The Transit Van/Bus Operator is responsible for the safe and efficient operation of transit vehicles providing transportation services to tribal members and the general public. Requires High School Diploma or GED and prefer two (2) years vocational education. Minimum of five (5) years of driving experience and ability to obtain and maintain a DOT Medical Examiner's Certificate. (1) year of customer service experience, Commercial Driver's License (CDL) with Passenger Endorsement, and First Aid and CPR certification preferred. Driving requirements, No Driving Under the Influence (DUI) conviction within the previous three (3) years. No more than one (1) DUI conviction on the entire driving record. No more than three (3) minor moving violations within the previous three (3) years. Successful completion of Department of Transportation (DOT) medical exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list which includes a drug screen to operate Appaloosa Express vehicles. https://nationalregistry.fmcsa.dot.gov/NRPublicUI/Drivers.seam The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record where you have been licensed to drive in the

last three (3) years. Full position description available at NPT Human Resources. **Closes: Open Until Filled** **(Grade 10)**

The Nez Perce Tribe TERO Program is recruiting for: **TERO Office Specialist II [HR-26-189] (Full-time/Lapwai).** The purpose of this position is to support the implementation and enforcement of tribal employment rights by overseeing the daily administrative operations of the TERO office. This position provides leadership in office coordination, record-keeping, reporting, and communication with tribal departments, contractors, and community members. Strong organizational, time-management, and multi-tasking abilities. Excellent interpersonal, verbal, and written communication skills. High attention to detail, accuracy, and professionalism. Ability to anticipate needs, solve problems, and make sound decisions. Experience managing complex or cross-functional projects. Proficiency with office and project management tools (Microsoft 365, Teams, Outlook, MS Project, etc.) Requires one (1) year of college or specialized vocational training. Requires six (6) months' experience in general office duties. Requires a valid Driver's License and ability to be insured under the Tribe's policy. Must pass a criminal background check. Position description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record where you have been licensed to drive in the last three (3) years. **Closing: 11/30/2026.** **(Grade 7)**

he Nez Perce Tribe Students for Success Program is recruiting for: **PREVENTION OUTREACH WORKER [HR-26-188] (Full-time/Lapwai).** Regular full-time position that 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/ imagery and available tribal specific data on alcohol, tobacco, and other drugs (ATOD). Assists with community outreach, partnership development, and compliance, of the cooperative agreement or contracts. Must have excellent writing and oral communication skills, highly motivated and can work independently and cooperatively with others. Requires two years of college education (48) credits. Three years of relevant experience is equivalent to one year of college. One year's experience preferred in Drug and Alcohol prevention, intervention or treatment, criminal justice, social work, or any discipline involving youth. This position will report directly to the Students for Success Director and will be stationed in the Lapwai, Idaho Students for Success office, with the responsibility to deliver reservation-wide outreach. Requires a valid driver's license with the ability to be insured under the Tribes policy. **Closing: Open Until Filled.** **(Grade 12)**

The Nez Perce Tribe Finance Department is recruiting for: **SELF-FUNDED INSURANCE ADMINISTRATOR [HR-26-185] (Full-time/Lapwai).** The Self-Funded Insurance Administrator is responsible for the administration, financial oversight, compliance monitoring, and strategic coordination of the Nez Perce Tribe's self-funded employee health insurance plan. This position serves as the primary liaison between the Tribe, participating in Tribal entities, the Self-Funded Insurance Advisory Board, third party administrators, stop-loss carriers, and other benefits vendors. Reports directly to the Finance Manager and collaborates closely with Human Resources, Nimiipuu Health, Tribal Leadership, and participating entities. Requires Bachelor's degree in Finance, Accounting, Business Administration, Business Finance, or a related field. Minimum of 5 years of experience in benefits administration, with at least 2 years in a role involving self-funded health plans. Must have exceptional and accurate proficiency in using a personal computer to develop, analyze, and report on financial data including MS Office Suite including an understanding of Accounting Software. Must have excellent communications skills, both oral and written, and the ability to handle conflict and problem resolution in a professional manner. Must have a positive work history. Requires a Valid Driver's License and ability to be insured under the Tribe's policy. Requires the ability to pass an extensive background check. Position description available at the NPT Human Resources Department. The Nez Perce Tribe

is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. Please provide a copy of your college diploma. **Closing date: 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, Driver's License Record. Recruitments for *Professional* Positions ***(Grade 16 and above)*** will require a completed Tribal application, resume, and Driver's License Record. **Please submit one application per position**:

Nez Perce Tribe Human Resources Office
ATTN: **Job Name & No.**
P.O. Box 365
Lapwai, Idaho, 83540
Phone (208) 843-7332 Fax (208) 843-7414

LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED. Tribal Preference applies.
www.nezperce.org.

OTHER EMPLOYMENT OPPORTUNITIES

- **The 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.**

- A number of job vacancies with Nez Perce National Historical Park have recently posted on USAjobs. Please share this announcement with your contacts. If you or anyone interested has questions, Superintendent Jason Lyon and I are happy to provide further information.
  - Permanent position:
    - WG-7 Maintenance Worker (permanent), closes October 27 or when 50 applications are received: USAJOBS - Job Announcement
  - Seasonal positions:
- These positions are advertised in a group along with a number of other NPS locations. Applicants must select Nez Perce National Historical Park Spalding to be considered for positions here.
    - GS-5 Biological Sciences Technician - closes 10/26 or when 700 applications are received: USAJOBS - Job Announcement

- GS-9 Archaeologist - closes 10/31 or when 125 applications are received: USAJOBS - Job Announcement
- GS-5 Museum Technician - closes 10/26 or when 90 applications are received: USAJOBS - Job Announcement
- GS-7 Archives Technician - closes 10/26 or when 30 applications are received: USAJOBS - Job Announcement

- **Northwest Portland Area Indian Health Board is recruiting for Senior Policy Analyst**. Full-time, Regular w/Benefits. Initial salary range $113,000-$155,00 annually. Includes benefits Health, Vision, & Dental insurance, Retirement Contributions, PTO and Paid Holidays. Portland, OR apply online at: https://ats.rippling.com/npaihb/jobs or send resume & application to: NPAIHB Human Resources Department 920 NW 17th Avenue Portland, OR 97209 FAX: (503)228-8182
- **Spokane Valley Area Healing Lodge of the Seven Nations is recruiting for Culture Specialist.** Full-time / Schedule Varies (some weekends & evenings). One-year related experience and/or training working with at risk adolescents. Combination of experience & education may be considered. Knowledge of cultural teachings appropriate to assignment & ability to follow organizational policy & procedure for student safety. Ability to positively engage students, work effectively with diverse populations, adapt to change, organize activities, exercise sound judgement & maintain a safe learning environment. $29.46-$40.38, DOE/DOQ . Phone: 509.795.8324 Fax: 509.795.8308 5600 E. 8th Ave. Spokane Valley, WA 99212
- **Pendleton Oregon Area Confederated Tribes of the Umatilla Indian Reservation is recruiting for Manager II – ʔImtwaha Fish Hatchery – 1 position**. Full-time Exempt with benefits package. Position located at ʔImtwaha Fish Hatchery, Milton-Freewater, Oregon; Confederated Tribes of the Umatilla Indian Reservation. Supervised by Artificial Production Supervisor – Manager III. Pay Range: 10-11 $61,305.48 to $121,119.36 annually DOE/DOQ. Opening Date: November 18, 2026. Obtain and submit application to CTUIR Office of Human Resources Staffing and Recruiting 46411 Timine Way Office of Human Resources Pendleton, OR 97801 **Phone:** (541)429-7180 **Email:** HumanResources@ctuir.org **Closes: January 18, 2027.**


11/02/2026
Lapwai School District #341
WE ARE HIRING!
CURRENT OPENINGS
(Positions are open until filled)
• Social Studies Teacher (6-12)
• Middle School Boys Basketball Coach
• Middle School Girls Basketball Coach
• Bus Driver
• Certified and Non-Certified Substitutes
For more information
call 208-843-2622 or
visit www.lapwai.org
"Together, we ensure all students reach their full potential"
LAPWAI SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER