

**MAKAH TRIBE
POSITION DESCRIPTION**

JOB TITLE: Watershed Scientist

EXEMPT: Yes	JOB CODE: 3-SS T6
TARGET SALARY: \$19.11 to \$22.48/DOQ	SHIFT: 8am-5pm Mon-Fri
PROGRAM: Fisheries Management	LOCATION: 150 Resort Drive
REPORTS TO: <u>Habitat Division Manager</u>	

SUMMARY: This position is responsible for 1) developing, coordinating, and implementing habitat research, monitoring, and protection efforts associated with the implementation of the Puget Sound Partnership Action Agenda throughout the Makah U&A, 2) designing and implanting habitat and watershed restoration projects both on and off reservation, most specifically implementing the Lake Ozette Sockeye Recovery Plan in the Lake Ozette watershed and 3) Supervising and assisting technical staff in forest management activity review and 4) Assisting the salmon Biologist in adult and smolt enumeration program for the Tsoo-Yess, Hoko, Sekiu, and Ozette watersheds. .

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities as described below:

Act as project lead on various habitat monitoring, assessment, protection, and restoration projects both on and off the Makah Reservation.

Design and implement habitat and watershed restoration projects, in coordination with the Habitat Division Manager and Sustainable Resource Coordinator.

Oversee data analysis on water quality, water resource, fish habitat, non-salmon species abundance, and land-use data using standard techniques and prepare reports and or recommendations based on pertinent findings.

Participate in development and implementation of watershed based assessment and recovery plans including: watershed analysis and road maintenance and abandonment plans.

Provide written comments to environmental assessments.

Monitor selected areas and FPA's for proper compliance and enforcement actions, and select post-harvest ecological attributes for conducting short-term effectiveness monitoring.

Coordinate scientists and technicians, which involves complex decision making and working with staff.

SUPERVISORY RESPONSIBILITIES:

Directly supervises up to 8 employees in the habitat program. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include assisting in interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience:

Must have at least a Master's Degree (M.S.) in hydrology, geomorphology, restoration ecology, conservation biology, fisheries biology, limnology, or other discipline relevant to fish habitat protection and restoration preferred. However, candidates with a B.S. and considerable work experience may be considered.

A minimum of three years work related experience in identifying and addressing problems affecting fish habitat and water quality.

Minimum of two years supervisory responsibility.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, and the general public.

MATHEMATICAL SKILLS

Ability to apply statistical or mathematical tests, formulas and concepts to practice situations, research problems and complex data sets. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in

mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS

Must have a valid Washington state Drivers license and insurable. May be required to drive a Tribal GSA vehicle to perform job duties. If so, a driving history/background check will be conducted on the applicant.

OTHER SKILLS AND ABILITIES

Must have excellent oral and written communication skills. The ability to communicate, prioritize issues, and make good decisions is essential.

Experience working for an Indian Tribe is highly desirable.

Strenuous field work will require the ability to work safely and efficiently in steep terrain as well as in lakes and streams, and the ability to read maps and navigate in the woods.

Knowledge of riparian and wetland ecology.

Knowledge and experience in forest hydrology, slope stability, and fluvial geomorphology.

A detailed understanding and knowledge of forest road construction, timber harvest methods, and fish passage requirements is also desired.

Knowledge of stream monitoring and gaging equipment and programs.

Knowledge of state and federal habitat and water quality laws is highly desirable (Endangered Species Act, Washington Forest Practice Rules, Coastal Zone Management Act, State Shoreline Management Act, Clean Water Act, Washington State Water Quality Standards, etc.)

Ability to use word processing, database, Geographic Information System (GIS) and spreadsheet software.

Must submit to and clear a pre-employment alcohol and drug test.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand, walk, sit and strenuous field work which will require the ability to work safely and efficiently in steep terrain as well as in lakes and streams and the

ability to read maps and navigate in the woods. The employee must occasionally lift and/or move up to 100 pounds.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions and outside weather conditions. The noise level in the work environment is usually moderate.

SPECIAL TAX EXEMPTION

Internal Revenue Code § 7873 (b) (1) does apply to enrolled Makah Tribal members. This position is classified as 100% fisheries Tax exempt.

ACKNOWLEDGEMENT

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the position may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this position description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

APPLICATION PROCESS:

Submit a Tribal Application for this position with supporting documentation to:

Makah Tribal Council
Personnel Office
P.O. Box 115
71 Makah Bay Drive
Neah Bay, WA 98357
Fax: (360) 645-3123
E-mail: kathy.knaus@makah.com

OPEN: April 7, 2014
CLOSE: May 2, 2014

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

PLEASE NOTE: If requirements are not met, i.e., submission of a resume in lieu of a Tribal application, or not including required certification, your application will not be reviewed and will be disqualified.

The Makah Tribal Council is an Equal Opportunity Employer and actively encourages applications from all persons regardless of race, color, religion, sex, age, national origin, marital status or ancestry, sexual orientation or sensory, mental, physical, or other non-disqualifying disability. Indian Preference will be applied to hiring of this position as defined in Title 25, U.S. Code, Chapter 14, Subchapter V, Sections 472 and 473.