

SUMMIT LAKE PAIUTE TRIBE
Primary Administrative Office
2255 Green Vista Drive, Suite 402, Sparks, NV 89431
(775) 827-9670 Fax (775) 827-9678
Website: www.summitlaketribe.org

POSITION DESCRIPTION
NATURAL RESOURCES TECHNICIAN I, II, & III

Rate of Pay*: Natural Resources Technician I: \$22.00 – 23.00/Hr.

Natural Resources Technician II: \$24.00 – 25.00/Hr.

Natural Resources Technician III: \$26.00 – 27.00/Hr.

***DOEE – Depends On Education and Experience**

Native Preference through December 31, 2025 5:00pm

Benefits: Paid tribal holidays. Paid sick and annual (vacation) leave and employer contribution to medical insurance after successful completion of respective introductory period requirements. Dental and vision insurance available without employer contribution.

Duration of Employment: March through September or October 2026 depending on funding.

Duty Station: Summit Lake Indian Reservation, Humboldt County, Nevada

JOB SUMMARY: Natural Resources Technician assists Fish and Wildlife Biologist(s) and other Natural Resources Department employees to perform a variety of natural resources projects, including but not limited to fish and wildlife surveys and assessments, noxious weed treatments, and range improvements on or near the Summit Lake Paiute Reservation.

DUTIES AND RESPONSIBILITIES AS ASSIGNED:

1. Perform tasks associated with surveying, counting, trapping, collaring, and tracking Sage Grouse in the study area.
2. Perform tasks associated with surveying, counting, capturing, and tagging Lahontan cutthroat trout.
3. Perform tasks associated with noxious weed treatments.
4. Assists with range improvement projects such as repair and construction of fences, and livestock water facilities.
5. Assists with monitoring water quality, stream flows, and weather.
6. Assists with maintenance of Tribal property and facilities.
7. Assists with operating, repairing, and maintaining various types of equipment and tools, including handheld GPS units, passive integrated transponder tagging equipment, radio telemetry receivers, transmitters, and antennae.
8. Assists with data collection and data entry.
9. Assists with the operation, repair, maintenance, and record keeping for GSA and Tribal vehicles (if and when applicable).
10. Assists with Tribal member outreach and engagement
11. Additional duties as assigned.

MINIMUM QUALIFICATIONS:

Natural Resources Technician I

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education.

ENTRY LEVEL KNOWLEDGE, SKILLS, AND ABILITIES: Good physical condition with ability to hike for extended periods of time over uneven terrain in inclement weather; able to live and work as a team member in an extremely remote area of Northern Nevada for extended periods of time; comfortable working in both extremely cold and extremely hot temperatures; comfortable with primitive living conditions for extended periods of time; able to maintain a flexible work schedule – i.e. working on weekends and/or through the night and/or beginning the work day pre-dawn when required by project; self-motivated with a positive attitude; able to demonstrate good written and verbal communication skills; effectively interact with Tribal members, staff and agency personnel; work independently, collaboratively, and effectively in a cross-cultural environment with people of various skills.

Natural Resources Technician II

EDUCATION AND EXPERIENCE: Successful completion of a minimum of 15 college credits in natural resources, biology, or related field; and 6 months experience in natural resource projects such as wildlife tracking, plant identification, vegetation management, fisheries, construction or repair of rangeland fences; *and all education and experience required of Natural Resources Technician I.*

ENTRY LEVEL KNOWLEDGE, SKILLS, AND ABILITIES: Basic knowledge of proper wildlife and/or fish handling, tagging, and tracking techniques, proper data collection and record keeping, safe driving techniques on unmaintained dirt/ gravel roads, boat operations and safety; *and all knowledge, skills, and abilities required of Natural Resources Technician I.*

Natural Resources Technician III

EDUCATION AND EXPERIENCE: Bachelor's degree in fisheries, wildlife ecology, or related field; and 1 year of experience with natural resource projects such as wildlife tracking, plant identification, vegetation management, fisheries, and construction or repair of rangeland fences; *and all education and experience required of Natural Resources Technician I & II.*

ENTRY LEVEL KNOWLEDGE, SKILLS, AND ABILITIES: Working knowledge of proper wildlife and/or fish handling, tagging, and tracking techniques, proper data collection and record keeping, safe driving techniques on unmaintained dirt/ gravel roads, and boat operations and safety. Ability to assist professional staff in conducting natural resource related studies and projects by independently collecting data, identify species of plants and animals, communicate effectively with others; *and all knowledge, skills, and abilities required of Natural Resources Technician I & II.*

To Whom Position Reports: Natural Resource Director or delegate as assigned.

Travel Requirements: Weekly travel to Reservation during field season, as well as for Council meetings, workshops, and as needed.

Driver's License: Must possess a valid driver's license and be insurable by Tribe's insurance company.

Overtime Status: Non-exempt

Conditions of Employment: Shared housing with basic amenities (electric, water, heat/AC, etc.) on the Reservation is provided during field work. Employees are expected to adhere to all Summit Lake Paiute Tribe Policies when on Tribal property including during non-working hours.

TRIBAL MEMBER AND INDIAN PREFERENCE: Summit Lake Paiute Tribe is a Tribal member and Indian preference employer, in accordance with Section 7(b)(c) of Public Law 93-638, the Indian Self-Determination Act. However, in all other instances the Tribe complies with Title VII of the Civil Rights Act of 1964 and does not discriminate on the basis of age, race, creed, sex, sexual orientation, religion or national origin.

HOW TO APPLY:

Job Applications may be obtained by contacting the Tribal office or from the Tribal Website. The "Employment" tab is under the "Information" drop down menu. The Tribal website is <https://www.summitlaketribe.org/employment.html>. Completed applications may be submitted in person or by mail at the Tribal office (address listed in header of this announcement). Applications may also be submitted by email available on Tribal Employment page of the website. *Please be aware that the candidate selected for this position will be required to provide a copy of application that has original signatures in blue ink.*