

**CONFEDERATED SALISH AND KOOTENAI TRIBES  
OF THE FLATHEAD NATION  
PO BOX 278  
PABLO MT 59855  
406-675-2700  
PERSONNEL OFFICE FAX: 406-675-2711  
CSKT Website: [csktribes.org](http://csktribes.org)  
E-mail: [shelley.grenier@cskt.org](mailto:shelley.grenier@cskt.org)**

**\*\*\*VACANCY ANNOUNCEMENT\*\*\***

**TITLE:** Bison Range Wildlife Biologist I

**LOCATION:** Natural Resource Department  
Division of Fish, Wildlife, Recreation & Conservation

**SALARY:** \$21.61 to \$25.06 per hour

**CLOSING DATE:** Thursday, October 7<sup>th</sup>, 2021 @ 5:30 p.m.

**SPECIAL CONDITIONS:**

This is a not Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.

The Bison Range (BR) Wildlife Biologist I serves as a professional Wildlife Biologist at the Bison Range. This employee is employed the Tribal Natural Resources Department's Division of Fish, Wildlife, Recreation and Conservation within the Wildlife Program and reports directly to the BR Supervisory Wildlife Biologist, with additional reporting to the Wildlife Program Manager or the BR Coordinator in the absence of the immediate supervisor.

Proven ability to function well in a wide variety of interpersonal situations is mandatory. A high degree of proficiency and experience in technical writing is an integral component of the position. The position requires coordination of a substantial amount of knowledge, training, skills and abilities to complete major projects on time and with a high degree of professional quality and skill.

**Duties include, but not limited to the following.**

- The overall assignment involves technical and critical evaluation of wildlife management programs, research and human impacts on the wildlife resources of the range. The goal is to conserve natural biological diversity and ecosystem integrity while providing for management activities and public use. Therefore, many assignments are multi-disciplinary.
- Develops and implements plans to study and monitor wildlife populations and habitats for supervisor's approval and recommends and assists with implementation of specific management practices that affect wildlife populations.
- Develops recommendations for plant and animal management activities, assists with their implementation and, through monitoring and evaluation, determines effectiveness and needs to adjust recommendations.
- The incumbent works with other staff members as well as other agency and tribal personnel on projects requiring interdisciplinary expertise or interagency coordination. Results will be used to improve the range's biological database and range planning, and ecosystem based management.
  
- Work involves a wide variety of tasks requiring the application of biological theory and ecological and range management principles. The incumbent must keep current with technical aspects of wildlife management as it relates to range operations and other pertinent Montana and regional wildlife management issues.
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- The incumbent works with other staff members as well as other agency and tribal personnel on projects requiring interdisciplinary expertise or interagency coordination. Results will be used to improve the range's biological database and range planning, and ecosystem based management.
- The work affects the adequacy of the field investigation activities as they relate to determining the effects and potential effects of management practices to wildlife and other habitat resources. The studies carried out also have the potential for affecting other agency activities. Resources monitored affect accomplishment of regional and continental objectives.
- The work requires physical exertion such as walking over wet, rough, uneven, or rocky surfaces; bending, crouching, stooping, stretching, reaching or similar activities. Horseback riding and wrangling also require physical exertion and work around livestock and animals in close quarters.
- The work requires both office and outdoor work. The office is adequately lighted, heated, and ventilated. Temperature and weather extremes may be encountered in the performance of the outdoor work. The incumbent is expected to conduct duties in a safe and orderly manner so as not to endanger self, fellow workers, or property with which entrusted and to insure a drug-free workplace.
- Prepares and presents written and oral technical reports and presentations on the range's biological program and serves as a technical liaison and coordinator with other Federal and State agencies, and local organizations.
- Conducts on-site environmental assessments and completes documentation necessary to determine if project proposals are compatible with the range's purpose.
- Maintains the high level of technical skill and knowledge necessary to assure that recommendations for the station's biological program are consistent with current published literature and other professionally endorsed practices.
- Coordinates and implements computerized applications for the inventory and analysis of biological information at the station. Conducts data management and analyses using maps and orienteering, as well as GPS and GIS technology.
- Assists or directs other range personnel in a variety of duties such as weed control, manipulation of water levels, management of grazing, fencing, and water developments, as well as various administrative tasks.
- Responsible for submission of assigned necessary reporting requirements such as wildlife inventory plans, annual reports, vegetation monitoring and other applicable processes.
- Assists with the implementation and revisions of the Tribal Bison Range Comprehensive Conservation Plan and/or other applicable management plans as a member of the core team and by drafting assigned sections of planning documents.
- Works with care and management of wild ungulates (bison, elk, deer, bighorn sheep and other species) in a refuge type setting, including observation of animals' general health, disease symptoms, behavior and activities to determine animal husbandry needs for specific animals or populations. Also assists in record-keeping, handling, trapping, vaccinating, tagging, necropsy and moving of bison, elk, and other wildlife species.
- Provides visitor assistance and assists with the public use/environmental education program.
- Conducts other tasks, as assigned by designated supervisory personnel.

## **MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)**

- A Bachelor of Science or Bachelor of Arts degree in the field of Wildlife Biology or Wildlife Management, with successful completion of specific coursework in mammal and bird identification, plant identification, wildlife ecology, wetland ecology, plant ecology, wildlife biology and management, public speaking and technical writing is required. Demonstrated direct experience in wildlife and wildlife habitat research, data entry and statistical analysis, and compilation of scientific research reports is essential. In addition, no less than five years of progressively responsible experience in the areas of wildlife management, personnel supervision and program/project oversight is required.
- Proof of eligibility for professional certification by The Wildlife Society is desirable.

### **SUBMIT:**

1. Completed Tribal employment application.
2. Certified copies of relevant academic transcripts and training certificates.
3. Copy of a valid Montana State Driver's License.
4. Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If you are claiming Veterans Preference, a copy of the DD214 must be submitted with the application.

**SUBMIT ALL OF THE ABOVE TO:** Personnel Office, P.O. Box 278, Pablo MT 59855, Telephone 406-675-2700 Ext. 1259/1040.

**FOR MORE INFORMATION:** Contact: Whisper Camel, Natural Resources Wildlife Program Manager @ 675-2700, Ext. 7224.

**BISON RANGE WILDLIFE BIOLOGIST I**  
**DIVISION OF FISH, WILDLIFE, RECREATION & CONSERVATION**  
**NATURAL RESOURCE DEPARTMENT**

The successful applicant must possess a Bachelor of Science or Bachelor of Arts degree in the field of Wildlife Biology or Wildlife Management, with successful completion of specific coursework in mammal and bird identification, plant identification, wildlife ecology, wetland ecology, plant ecology, wildlife biology and management, public speaking and technical writing is required. Demonstrated direct experience in wildlife and wildlife habitat research, data entry and statistical analysis, and compilation of scientific research reports is essential. In addition, no less than five years of progressively responsible experience in the areas of wildlife management, personnel supervision and program/project oversight is required. Proof of eligibility for professional certification by The Wildlife Society is desirable. All applicants are required to submit a Tribal application, copy of relevant transcript and/or certificate, a copy of a valid Driver's License and proof of Tribal enrollment from a federally recognized Tribe if other than CSKT and if claiming veteran's preference a copy of DD214 must be submitted. **This is not a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.** Salary is \$21.61 TO \$25.06 per hour, plus benefits. To apply, contact Personnel at 406-675-2700 Ext. #1259/1040. Tribal applications are also available online at [csktribes.org](http://csktribes.org). Closing date will be Thursday, October 7<sup>th</sup>, 2021 @ 5:30 p.m.

**CSKT IS A TRIBAL MEMBER PREFERENCE EMPLOYER**

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PLEASE PUBLISH IN THE CHAR-KOOSTA CLASSIFIED ADS ON:

1. Thursday, September 23<sup>RD</sup>, 2021
2. Thursday, September 30<sup>th</sup>, 2021

PLEASE PUBLISH IN THE MISSOULIAN CLASSIFIED ADS ON:

1. Wednesday, September 19<sup>TH</sup>, 2021
2. Wednesday, September 26<sup>th</sup>, 2021

**BILL TO:** NATURAL RESOURCES DEPARTMENT  
DIVISION OF FISH, WILDLIFE, RECREATION & CONSERVATION  
P.O. BOX 278  
PABLO, MT 59855

If you have any questions, feel free to contact Shelley Grenier @ 406-675-2700, Ext. 1042.  
FAX: 406-675-.2711 or E-Mail: [shelley.grenier@cskt.org](mailto:shelley.grenier@cskt.org)