



Red Cliff Band of Lake Superior Chippewa Indians

88455 Pike Road

Bayfield, WI 54814

Phone: 715-779-3700 Fax: 715-779-3704

Email: hr@redcliff-nsn.gov

JOB DESCRIPTION

POSITION: Wildlife Specialist

LOCATION: Red Cliff Treaty Natural Resources

WAGE: \$23.00/hour, plus benefits. 40 hours per week.

SUPERVISOR(S): Project Coordinator, TNR Administrator

THIS IS A REGULAR FULL-TIME NON-EXEMPT POSITION. This position is a grant funded, two-year term position with the possibility of extension based on available funding and satisfactory completion of duties and responsibilities.

JOB SUMMARY: Coordinate and participate in Red Cliff's wildlife research and monitoring projects.

DUTIES AND RESPONSIBILITIES:

1. Lead, and participate in, ongoing wildlife research work such as predator trapping and collaring and trail camera monitoring.
2. Analyze collar and camera data and prepare summary maps and reports.
3. Develop and implement recommendations for inventory and survey techniques for birds, reptiles, and amphibians.
4. Prepare annual reports of wildlife and forestry related activities.
5. Coordinate and begin implementing youth educational outreach for the wildlife program.
6. Take lead in acquisition process to obtain needed wildlife equipment and supplies necessary for special and routine projects.
7. Assist with other duties across the TNR Division as assigned.
8. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or as deemed necessary by the supervisor.

SUPERVISORY AUTHORITY: None, but will direct daily activities of wildlife program staff.

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KNOWLEDGE: Previous experience live-trapping and collaring of mammals, and/or radio tracking of wildlife will be highly beneficial. Experience with trail cameras is a plus. Experience working in outreach and education, particularly with school groups or youth is highly desired. Knowledge of Native American tribes and treaty issues and/or experience working with Tribes would be highly beneficial.

QUALIFICATIONS:

1. Minimum of bachelor's degree in wildlife management or related field required.
2. The applicant must be able to follow oral and written instructions, and to work independently or in small teams responsibly, dependably, and safely.
3. Must be able to work occasional long hours including nights and weekends.
4. Must have a valid driver's license, vehicle and appropriate vehicle coverage and maintain driver's eligibility as a condition of employment. Must be eligible for the Tribe's vehicle insurance.
5. The applicant should be in good physical condition and be able to work in extreme heat, cold, or other adverse field conditions (insects/rain).

PERSONAL CONTACTS: Individual will have frequent contact with Treaty Natural Resource Division staff, tribal administration, and tribal membership. Interaction with outside agencies and their staff will also occur regularly.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Primarily a vigorous field-oriented position involving extensive exposure to the elements; lifting, bending, and walking under wet and slippery conditions. Occasionally hours outside the normal day will be required. Must be able to bend and lift 50 lbs. The base of operations will be the Tribal Fish Hatchery Complex.

TRAVEL REQUIREMENTS: The ability to travel and attend meetings and overnight/out of town training.

BEHAVIOR AND ATTITUDE: The vision, goals and objectives of the Red Cliff Band of Lake Superior Chippewa requires that the employee performs in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of successful job performance. Any behavior or attitude that tarnishes the name or image of the Red Cliff Band of Lake Superior Chippewa will be subject to immediate disciplinary action up to and including termination.

Indian preference will be applied in the case of equally qualified applicants, but all qualified applicants will be considered.

This job description is subject to change at employer's discretion, after consultation with the employee.

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APPLICATION SUBMITTAL REQUIREMENTS: The following items are required for this position:

1. Completed Tribal Application, to include work history and references, available on the Tribal website.
2. Tribal Background Investigation Disclosure; available on the Tribal website.
3. Consent to Release Liability and Reference Information Form; available on the Tribal website.
4. Resume, required; cover letter, optional.
5. Post-secondary transcripts or certifications; if applicable.

POSTING DATE: September 18, 2023

DEADLINE: October 2, 2023 @ 4:00 p.m.

FOR FURTHER INFORMATION CONTACT:

Red Cliff Band of Lake Superior Chippewa

Human Resources Department

88455 Pike Road

Bayfield, WI 54814

www.redcliff-nsn.gov

hr@redcliff-nsn.gov

(715)779-3700

The Red Cliff Tribal Council has a Drug Free Work Place Policy and adheres to the intent of the Drug Free Work Place Act. All new hires are subject to a drug test prior to starting.

All applicants for employment with the Red Cliff Tribe will be subject to the background investigation and other requirements of RCCL Chapter 43, and are under a continuing obligation to supplement this application for employment with information concerning any convictions that occur after commencement of employment with the Tribe.

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