



## **JOB DESCRIPTION**

Bishop Paiute Tribe  
Bishop, California

**Position:** Natural Resources Intern II  
**Department:** Environmental Management Office  
**Supervised by:** Natural Resource Specialist  
**Pay Rate:** \$16/ Hr. – 30 Hrs. /per week (Temporary – Seasonal)  
**Work Period:** June –August 2019

**Position Summary** This is a paid internship to obtain on-the-job skills and training as well as traditional knowledge and skills for young adults between 17 and 25 with career goals in the fields of natural and cultural resource management. Under the supervision of the Environmental Natural Resources Specialist primary duties will be to participate in exercises, field trips and workshops to obtain skills and explore career goals and pathways in the fields of natural and cultural resource management. Secondary duties will consist of providing labor support for Tribal Natural Resource Program through a variety of conservation related tasks supporting natural resources projects of tribal interest.

### **General Responsibilities:**

- Participate in program workshops on specialized topics of natural and cultural resource management such as geographic information systems, mapping and orienteering, forestry, fire and fuels management, botany, recreation, trails, wilderness, soil, hydrology, archaeology and wildlife.
- Participate in workshops and projects focused on traditional ecological knowledge and skills,
- Participate in program field trips to build awareness of career opportunities and higher education in natural and cultural resource management fields on tribal and federal lands in cooperation with federal land managers.
- Participate in natural and cultural resource management projects on tribal and federal lands in cooperation with federal land managers.
- Identify and monitor vegetation following tribal and federal agency protocols.
- Provide labor for an assortment of tribal natural resource projects that may involve; trail creation, clearing and maintenance; tree pruning, transplanting seedlings and plants; cutting vegetation on land and water; assistance with spot burning keeping trails and waterways and fields clean of debris and invasive plants; propagation and transplanting of native and riparian plants; installation and maintenance of signs, fencing benches; watering plants and maintaining small scale irrigation systems and providing labor in support of natural resource projects as needed.

### **Minimum Qualifications:**

- Must have and maintain a valid California Driver's license and be insurable under the Tribe's existing automobile insurance policy.

- Applicants must be of 17-25 years of age to work and have a Work Permit.
- Must be able to perform work in an outdoor environment that ranges from very cold and wet to very hot and dry climates. Work may involve physical exertion over very steep, wet, muddy, slippery, rough, uneven or rocky surfaces. Also, may include bending, crouching, and stooping, stretching, reaching, and similar activities. Must be able and willing to learn basic hiking and backpacking skills and participate overnight trips lasting 1-4 days.
- Must be able to lift up to 50 lbs. at times.

**Other Requirements:**

- Prior work experience that is relevant to the general duties of this position is not required. Candidates with prior experience or an expressly stated interest in pursuing a career in natural or cultural resource management will be given preference.
- High School diploma or GED is not required. Candidates with a high school diploma or equivalent and current students with school endorsement will be given preference.
- Must be able to work with a variety of hand tools. The ability to operate a variety of motorized equipment such as; chainsaw, weed eater, tiller, lawnmower, a motorized quad and small tractor with brush mower attachment is preferred but not required.
- Must demonstrate basic knowledge of the unique sovereign status of Indian Tribes and respect for Paiute culture.
- Must have the ability to work with people from diverse cultures, ethnic and socio-economic backgrounds and possess a basic knowledge of Native American communities and always maintain cultural sensitivity.
- The individual must comply with the Driving Policy, Drug-Free Workplace, and the Pre-Employment Selection policy, including criminal background check.

**Signatures**

Employee and Management signatures below constitutes employee's understanding of the requirements, essential functions and duties of the position and will perform all the duties and responsibilities within this job description.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Manager/Supervisor \_\_\_\_\_ Date: \_\_\_\_\_

**Indian Preference:**

Native American Indian preference shall apply pursuant to the prevailing Bishop Tribal Employment Rights Ordinance and the Indian Self Determination and Education Assistance Act (24 U.S.C. 450, et seq.), 25 CFR 271.44 and other relevant laws.