



Restoration Ecologist

COWLITZ INDIAN TRIBE DEPARTMENT OF HUMAN RESOURCES JOB ANNOUNCEMENT

POSITION DESCRIPTION

Title: **Restoration Ecologist**

Schedule: **Monday through Friday**

Location: **Longview, WA**

Opening Date: **December 3, 2013**

Classification: **Full Time**

Hours: **8 am to 5 pm**

Salary Range: **\$24 to \$30 per hour, dependent on qualifications**

Closing Date: **January 15, 2014**

Position Summary: The Restoration Ecologist identifies potential habitat restoration actions, pursues grant funding for project planning and implementation, secures permits and permissions, hires and manages design consultants, solicits bids and selects construction contractors, supervises construction and ensures permit compliance, supervises interns and scientific technicians, manages grant deliverables, and develops interim and final reports. The Restoration Ecologist also provides technical and policy support to other members of the Cowlitz Indian Tribe's Natural Resources Department, and coordinates with federal, state, local, non-profit and private partners and stakeholders.

Essential duties and responsibilities include the following. Other duties may be assigned.

- Oversees assigned restoration project activities to assure successful, timely completion and reporting.
- Identifies and develops a suite of restoration projects annually in support of the Natural Resource Department's goals.
- Writes and submits grant applications, develops project budgets, and conceptualizes project treatment plans.
- Writes permit applications and negotiates permit conditions with local, state, and federal agencies.
- Writes and edits construction bid solicitations, technical consulting requests for proposals, contract documents, and construction specifications.
- Oversees construction of habitat restoration projects.
- Assures regulatory compliance for habitat projects.
- Prepares project progress and final reports.
- Works closely with accounting staff to develop grant billings and reimbursement requests.
- Maintains accurate and thorough records of all aspects of grant and project management including financial reports, permit compliance, federal and state contracting compliance, etc.

- Oversees habitat project implementation and effectiveness monitoring, research, and inventories, and engages other entities in all related management aspects of habitat restoration projects.
- Informs public, Tribal, state, and federal representatives regarding project activities as appropriate.
- Drafts proposed management actions for the betterment of culturally relevant species in collaboration with appropriate staff.
- Travels to office and field locations investigate potential habitat restoration projects or other program goals.
- Constructively engages with resource agency personnel and interested parties related to habitat restoration activities.
- Coordinates and networks with cooperating agencies and organizations on Tribally relevant projects and potential projects leading to a desired restoration of culturally relevant species.
- Clearly represents the Tribe's interests regarding culturally relevant species.
- This position requires the ability to traverse uneven and sometimes difficult terrain through a variety of weather conditions carrying equipment for sustained periods of time.
- Assists other personnel on a variety of project activities as appropriate.

Minimum Qualifications

- Bachelor's degree from a four-year College or University in a natural resource or related field and five years of experience related to natural resources science and management. A Master's degree in a natural resource management or related field can substitute for two years of experience.
- Must submit and pass drug screening and criminal background check

DESIRED QUALIFICATIONS

In addition to the minimum qualifications listed above, the ideal candidate for this position will meet the following qualifications:

- **Familiarity with and understanding of:**
 - Salmonid life history and ecology
 - Habitat function and processes
 - Environmental regulations
 - Restoration techniques and practices
 - Developing construction budgets and timelines Restoration techniques and practices
 - Reading and interpreting construction plans
 - Contracting and bidding
- **Demonstrated experience with the following:**
 - Coordinating complex natural resource projects that include habitat restoration and site-specific or landscape scale monitoring
 - Grant writing
 - Public speaking
 - Construction oversight
 - Forming and sustaining partnerships with a variety of actors
 - Ability to manage several projects simultaneously
 - Meeting critical milestones and deadlines
 - Completing deliverables on time and on budget

- Independent work and exercising initiative

The Cowlitz Indian Tribe is an Equal Opportunity Employer, and a Drug & Alcohol-Free workplace.

Except as provided by Title 25 CFR, Section 472 which allows for Indian preference in hiring, the Cowlitz Indian Tribe does not discriminate on the basis of race, color, creed, age, sex, national origin, physical handicap, marital status, politics, or membership or non-membership in an employee organization.

Complete application packages must be received by Close of Business (5 pm PST) Wednesday, January 15, 2014 to be considered.

Please mail resume and cover letter to:

Human Resources Department

Cowlitz Indian Tribe

P.O. Box 2547

Longview, WA 98632