

# BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

**Job Title:** Natural Resources Aide(s) 3  
**Department:** Mashkiiziibii Natural Resources  
**Hourly Rate:** \$11.00-\$12.00 (DOQ)  
**Full Time:** 40Hrs/Week (*Limited Term Employment/Seasonal*)  
**Exempt:** No/Hourly  
**Supervisor:** Bakaan Ingoji Gaa-Ondaadag (Non-Local Beings) Program Manager



**Posting Date:** *In-House*

**Opens:** *May 13, 2022*

**Closes:** *May 19, 2022, at 4:30 pm*

**Posting Date:** **Public**

**Opens:** **May 24, 2022**

**Closes:** **June 7, 2022, at 4:30 pm**

**Summary:** The Natural Resources Aide will assist in a variety of natural resources projects. This position is a limited-term position and will range between 32-40 hrs/wk for up to 24 weeks. This position is non-exempt (or hourly).

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Assisting with monitoring efforts for non-local beings.
- Assisting with invasive species control projects.
- Assisting with various natural resources monitoring projects.
- Collecting and recording field observations and applicable measures.
- Entering field data collected into the internal database.
- Cleaning and inspecting watercraft and trailers at landings.
- Education and outreach about invasive species (e.g. how to prevent the introduction and manage spread).
- Attend necessary training and workshops.
- Performing other duties as assigned by the direct supervisor and/or Natural Resources Director / Deputy Director.

**Qualification Requirements:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

**Required:**

- Experience monitoring and/or controlling invasive species.
- Experience working on natural resources monitoring projects.
- GPS/GIS data collection and entry, editing, and database management.
- ATV experience and outboard motor experience are preferred.
- Experience working with hand tools such as loppers, power washers, chainsaws, brush cutters, chippers, etc.
- Experience working in independent and teamwork settings, performing work using safe practices and appropriate personal protective equipment.
- Experience working with tribal communities and/or Native American issues.

**Other Skills and Abilities:**

**Required:**

- This position is a preferred driver position, but not required.
- The candidate must provide a valid driver's license and meet eligibility requirements for coverage under the Tribe's Auto Insurance Policy.

**Background Check:**

- This position is contingent on the required ability to pass a Bad River general background check.
- This is a preferred driver position, must possess a valid state driver's license, adequate vehicle/liability insurance, and/or meet eligibility for Tribal insurance.

**Language Skills:**

- Must have sufficient oral and written skills. Must have the excellent listening ability.

**Reasoning Ability:**

- Problem-solving; ability to remain flexible and open-minded.

**Physical Demands:** The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must be physically able to perform all job duties including field work, walking, standing, bending, and stooping, as well as lifting up to 25lbs and/or carrying for short distances required. Must be willing to work in adverse weather conditions. Must be comfortable working in a marine environment utilizing various outboard boats. Subject to inside and outside environmental conditions.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position is subject to inside and outside work sometimes in inclement environments including hot buggy, and remote areas.

**Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690 and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.**

**Send Application and Resume To:**

**Bad River Tribe  
Attn: Human Resources  
P.O. Box 39  
Odanah, WI 54861**

<http://www.badriver-nsn.gov/>

**Application material may also be emailed to:**

[HRmanager@badriver-nsn.gov](mailto:HRmanager@badriver-nsn.gov)

[HRassistant@Badriver-nsn.gov](mailto:HRassistant@Badriver-nsn.gov)