

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Food Sovereignty Assistant Manager

Department: Administration

Hourly Rate: \$19-20

Full Time: 40 Hours/Week

Exempt: No/Hourly

Supervisor: Food Sovereignty Coordinator

Posting Date: Public

Opens: 02/11/25

Closes: Open Until Filled



Summary: This position is under the Tribe's Food Sovereignty Program that is striving to expand the tribe's ability to build a sustainable food system to address the nutritional, health benefits, and sustainable economic growth of the Bad River Community. It further seeks to facilitate connection within the tribal community, including the youth on the benefits of food grown locally and provide training on efforts required to supplement the tribe's food economy and prevent unhealthy substance use.

Essential Duties and Responsibilities include the following and other duties assigned by supervisor:

- Overseeing day-to-day food sovereignty tasks and helping to get tasks completed.
- Tasks may include, but not limited to: clearing old plant growth, prep for planting, hauling compost, laying drip irrigation, hoses, mulching, planting crops, weeding, watering, harvesting, and orchard tree care.
- Collaborate with the Food Sovereignty Coordinator to plan meaningful work-based learning experiences for Summer Youth; responsible for supervising summer youth workers when Food Sov Coordinator is off site.
- Collaborate with the Food Sovereignty Coordinator to develop and implement a community engagement plan; responsible for leading community engagement when Food Sov Coordinator is off site.
- Making sure the food sov building, pole barn, and sheds are kept organized, tools put away and everything is locked by the end of the day.
- Coordinate/lead harvesting maple sap, processing maple syrup for distribution.
- Assist with the Youth programs in preparing beds, planting at community gardens, the elderly gardens, and recovery house gardens.
- Various tasks relating to program activities such as spearing & cleaning fish, foraging trips, Dine & Learn Activities.
- Minor repairs to program assets: plastic on High Tunnels, maintaining trellises, fixing fence
- Maintenance of tools and assisting in cleanliness and organization of onsite facilities including the food sovereignty building, shed, and high tunnels.
- Routine lawn and grounds maintenance on site.

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Required:

- Minimum 1 year relevant experience to the above tasks.
- A strong desire to work in the Food Sovereignty, Community, and/or Agriculture field.

Other Skills and Abilities:

Required:

- Must take pleasure in outdoor and physical work.
- Must be willing to work irregular hours on occasion, whether it be early morning or during holidays.
- Must be willing to use tools such as spades, rakes, hoes, gas-powered brush cutters, mowers, and other power tools.
- Must be able to work independently.
- Must be willing to supervise other staff and youth workers.
- Must be able to maintain a friendly disposition and be welcoming to all.

Background Check:

This position is contingent on the required ability to pass a standard background check.

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. Walking, standing bending, stooping lifting, and occasionally lifting up to 60lbs and/or carrying for short distances. Using equipment to transport large objects is required.

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. Subject to inside and outside work in various environmental conditions. The Noise level is moderate to loud.

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

HRassistant@Badriver-nsn.gov