

YUOK TRIBE-JOB DESCRIPTION
Biologist II -- Fisheries

Job Title	Fisheries Biologist II	Pay Grade	9/10
Department	Fisheries	Location	Various, Primarily Klamath-Trinity Basin
Reports To:	Fisheries Senior Biologist and Program Manager	FLSA Status	Non-Exempt
ALL HIRING IS SUBJECT TO THE YUOK TRIBE'S HIRING PREFERENCE			
Salary Range	\$24.12-34.54		

POSITION SUMMARY:

Employee is under the general supervision of the Senior Fisheries Biologist. Employee will be responsible for implementation and oversight of multiple concurrent fisheries related research, monitoring, and/or restoration projects. This position is comprised mostly of office related duties with some time spent in the field or on work related travel. The position requires work during various times of the day and may require weekly schedules. Work weeks may include weekend and/or evening work shifts and multiple days of overnight travel. This is a supervisory position and requires the oversight of lower level fisheries staff. This position may require interagency coordination when implementing field activities, planning projects, or obtaining necessary environmental permits for restoration projects. This position may include tribal representation on various technical workgroups, committees and subcommittees.

DUTIES AND RESPONSIBILITIES:

This position may include, but is not limited to, the following duties:

1. Assists Senior Fisheries Biologist by providing oversight, coordination and guidance of Fish Biologist I activities, as well as periodic on-site field coordination, crew oversight and guidance, and training for habitat and biological survey crews, including: juvenile outmigrant monitoring projects, salmon spawning ground and dive surveys fisheries restoration projects, creel surveys, and other fisheries research and assessments.
2. Serves as lead coordinator of multiple concurrent projects employing a variety of sampling techniques that may include: seining, electrofishing, snorkel surveys, fish weir operation, outmigrant trap operation, water velocity and river discharge measurements, radio and sonic telemetry, cross-section and longitudinal profiles, creel surveys, and fisheries habitat inventory methods.
3. Responsible for ensuring that fisheries biologists and technicians conduct accurate and legible collection and compilation of data, data entry, and quality control/assurance.
4. Conducts literature research and compiles/analyzes data. Uses collected data to create written data summaries, analyses and final technical memorandums, reports, and publications.

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5. Uses computers and programs including, but not limited to, Microsoft Word, Outlook, Excel, PowerPoint, and Access to create necessary technical reports, analyses and correspondence as needed.
6. Responsible for peer review and technical editing of fisheries staff data analysis, technical memos, reports and publications.
7. Prepares scientific investigation plans, statistical sampling designs, project proposals, progress reports, and prepare and manage budgets under supervision of the Senior Fisheries Biologist.
8. Operates and maintains jet boats, outboard motors, inflatable rafts, ATVs and utility vehicles, chainsaws, and other equipment owned or rented (backhoes, front-end loaders, forklift, etc.), as well as passenger vehicles, 4WD trucks, and trailers.
9. Operates and maintains a variety of fisheries and habitat sampling gear, including fyke nets, outmigrant fish traps, remote PIT tag monitoring stations, and other fisheries sampling equipment. Assists in keeping workplace, field houses, project work sites, laboratory areas, office areas, storage areas, and vehicles neat and orderly.
10. Coordinates and cooperates with other agencies and Tribes, and interacts with the general public in a professional manner.
11. Downloads and maintains research equipment using various computer programs/platforms.
12. Completes basic administrative duties such as purchase requests, timesheets, QA/QC, equipment inventories, and others as required.
13. Complete annual performance evaluations and performance plans as necessary for fisheries technicians under his/her direct supervision.
14. Assists Senior Fisheries Biologist to implement and enforce Yurok Tribal Personnel Policies, including progressive disciplinary actions as required.
15. May be assigned other duties as required to meet the needs of the organization.

SUPERVISORY RESPONSIBILITIES:

This position will be required to supervise Fisheries Biologist I, Fisheries Technician I-IV, Fisheries Interns, and volunteers.

DESIRABLE QUALIFICATIONS:

1. Knowledge of life history strategies and habitat requirements of anadromous fish species present in the Klamath River, including: Chinook and Coho salmon, steelhead, coastal cutthroat trout, green sturgeon, lamprey, and eulachon
2. Knowledge of and experience in conducting basic fisheries surveys, including: habitat mapping, spawning and carcass surveys, out-migrant trapping, direct observation surveys (snorkeling), creel surveys, and Electro-fishing techniques
3. Computer skills such as database management, GIS, and statistical analysis software
4. Experience developing monitoring and research proposals, investigation plans, and statistical sampling designs

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5. Experience conducting data analysis, producing technical memos, progress reports, final reports, and technical editing and peer review of reports and presenting them in public and/or professional settings
6. Experience managing fisheries or natural resources related projects, including: personnel and budget management
7. Ability to supervise and schedule multiple field crews in an organized, productive, and professional manner while maintaining a positive and safe work environment
8. Ability to organize and implement sound plans, procedures, and schedules
9. Skills and experience in operating and maintaining jet boats, inflatable rafts, boat trailers, fish traps and other fisheries sampling equipment, and vehicles
10. Swift-water Rescue Certification, CPR Certification, and First Aid Certification
11. Ability to interact with the public, including interaction under possible adverse or volatile situations
12. Ability to demonstrate originality and good judgment in adapting accepted fisheries techniques, practices, and procedures required to accomplish specific tasks under changing or unexpected circumstances
13. Possession of a valid state issued driver's license and ability to be placed on the Tribe's vehicle policy to drive 4WD trucks, passenger vehicles and boats

MINIMUM QUALIFICATIONS:

1. Ability to communicate effectively in writing and orally
2. Familiarity with computers, including prior experience using word processing and spreadsheet programs
3. Ability to arrive at work punctually and work enthusiastically and consistently throughout the day both alone and with field crews
4. CPR Certification or First Aid Certification or ability to obtain certification within the first month of employment

EDUCATION/EXPERIENCE:

2 years of progressively higher level graduate education leading to a master's degree or master's or equivalent graduate degree

OR

Bachelor's degree in Fisheries Biology, Biological Sciences, Natural Resource Management or closely related field and a minimum of two years of experience directly related to the fisheries management field at a Grade 7/8 level.

CONDITIONS OF EMPLOYMENT:

1. All applicants are subject to the Tribe's Drug and Alcohol Free Work Place Policy including pre-employment screening.

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2. All applicants will acknowledge and abide by all Yurok Tribe personnel and other policies and procedures.
3. **LANGUAGE SKILLS:** Must have the ability to read, write and comprehend simple instructions, short correspondence, and memos with the ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.
4. **REASONING ABILITY:** Apply common sense understanding to carry out instructions furnished in written, oral and/or diagram form with the ability to deal with problems involving several concrete variables in standardized situations.
5. **PHYSICAL DEMANDS:** While performing the duties of this job, the employee is frequently required to walk, stand and use hands to finger, handle, or feel. The employee may be required to have the ability to lift 25 to 50 pounds, stamina and sufficient physical ability and dexterity to accomplish fieldwork that includes strenuous exertion, inclement weather and long hours in the field. However, there may be exceptions for certain positions.
 - a. **Additional Requirements:** Certain tasks will require successful completion of a physical stamina test.
6. **VISION REQUIREMENTS:**
 - Close vision (clear vision at 20 inches or less)
 - Color vision (ability to identify and distinguish colors)
 - Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
 - Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)

I, _____ (print name), acknowledge receiving a copy of this job description. I also understand that, as an employee, I am expected to perform my assigned duties, to read and abide by all Yurok policies and procedures—personnel, vehicle usage, procurement, etc. I understand that any violations of all established policies and procedures may lead to disciplinary measures, up to and including termination.

Employee Signature

Date

Employee #

Supervisor Signature

Date