



Yurok Tribe

Job Description

JOB TITLE:	Cultural Resources Crew Member		
JOB GRADE:	5	REPORTS TO:	Cultural Resources Crew Leader
STATUS:	Non-Exempt	LOCATION:	Yurok Territory
DEPARTMENT:	Cultural Resources-THPO	DIVISION:	Executive Branch
ALL HIRING IS SUBJECT TO THE YUROK TRIBE'S HIRING PREFERENCE			
SALARY RANGE:	\$18.78-\$24.50		

POSITION SUMMARY:

Cultural Resources crewmembers will work on several Cultural Resource Projects within Yurok Ancestral Territory from building, maintenance, and protection of significant Yurok Cultural Sites.

DUTIES AND RESPONSIBILITIES:

1. Must be willing to use basic hand tools (shovel, rake, loppers, Pulaski, McLeod, mattock, pike-axe) for trail maintenance.
2. Will be required to wear safety gear (gloves, hard hat, safety glasses, safety equipment and outdoor work boots).
3. Must have the ability to carry hand tools and hike outdoors.
4. Must be responsible for the maintenance and inventory of field equipment.
5. Have the ability to run gas operated equipment (chainsaw, green machine, etc....)
6. Basic Understanding of Yurok Cultural Resources
7. Be able to take direction from Yurok Cultural Practitioners and Elders
8. Must be able to complete tasks.
9. Work with Supervisor on a strict routine and schedule to complete projects on time.
10. Performs other related duties as assigned.

EDUCATION/EXPERIENCE:

1. Grade 5: Highschool diploma or GED with two years specified experience. Employee must be willing to acquire any special certifications or attend any training that is determined to be relevant or becomes required of the position in the future.
2. Candidates with equivalent combinations of education, training and experience will be considered.

SUPERVISORY RESPONSIBILITIES:

This is not a supervisory position.

MINIMUM QUALIFICATIONS:

1. Previous experience with Cultural Resources or other trail crew is preferred.
2. Demonstrated knowledge of the Yurok Tribe and the Reservation communities.
3. At least one year's experience with basic hand tools and/or basic maintenance.
4. Recognition that in order to serve Yurok People one must know as much as possible about Yurok history, culture and values.

CONDITIONS OF EMPLOYMENT:

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

- 2. Valid state issued driver’s license and/or the ability to obtain a California or Oregon driver’s license. Must be insurable on the Tribe’s insurance policy.
- 3. Must pass a background investigation and fingerprint clearance.

LANGUAGE SKILLS:

Must have the ability to read, write and comprehend simple instructions, short correspondence, and memos. With ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization. Knowledge of Yurok language is preferred but not required.

REASONING ABILITY:

Apply common sense understanding to carry out instructions furnished in written, oral and/or diagram form. With ability to deal with problems involving several concrete variables in standardized situations.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to walk, stand, use hands and fingers, handle, or feel. Employee will have prolonged periods sitting at a desk and working on a computer. The employee must occasionally lift and/or move up to 50 pounds.

VISION REQUIREMENTS:

- 1. Close vision (clear vision at 20 inches or less).
- 2. Color vision (ability to identify and distinguish colors).
- 3. Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
- 4. 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 and understand the requirements. I also understand that, as an employee, I am expected to perform my assigned duties, to read and abide by all Yurok Tribal laws, policies and procedures, vehicle usage, procurement, and any additional guidelines set forth by the Yurok Tribe. I understand that any violations of all established policies and procedures may lead to disciplinary measures, up to and including termination. I understand that the Yurok Tribe is committed to the philosophy that employment relationships are both personal and voluntary. Accordingly, employment at the Yurok Tribe has no specific duration, and either the employee or the Yurok Tribe can terminate the employment relationship for any reason or no reason. This “at will” relationship exists between the Tribe and all employees.

Employee Signature

Date

Employee #

Supervisor Signature

Date