YUROK TRIBE-JOB DESCRIPTION
Wildlife Technician III

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Wildlife Technician III</th>
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<tbody>
<tr>
<td>Department:</td>
<td>Wildlife</td>
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<tr>
<td>Reports To:</td>
<td>Biologist I, II, or Senior, Department Director</td>
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<tr>
<td>Location:</td>
<td>Klamath</td>
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<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
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<td>ALL HIRING IS SUBJECT TO THE YUROK TRIBE’S HIRING PREFERENCE</td>
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<tr>
<td>Job Grade</td>
<td>5/6</td>
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<td>Full Time Seasonal</td>
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POSITION SUMMARY:

This position assists Wildlife personnel engaged in scientific and technical work in the field of wildlife biology. The duties of this position are comprised of fieldwork and office work, associated data collection and recording, and includes supervisory oversight of intern, Technician I or II positions under the direct supervision of Wildlife Biologists. This position may support a variety of Wildlife Department objectives including: monitoring for threatened and endangered species such as northern spotted owl, marbled murrelet, and Humboldt marten; habitat restoration; invasive species monitoring and removal; and tasks associated with California condor reintroduction. Position requires work during various times of the day and night, is likely to require some rotating and multi-day overnight shifts requiring camping in remote areas and may require working on some weekends.

DUTIES AND RESPONSIBILITIES:

1. Collects data for monitoring and other field projects, often in challenging conditions.
2. Participates in biological monitoring, assessment surveys, and/or restoration projects.
3. Operates and maintains 4WD trucks, passenger vehicles, light trucks, rafts, boats, and ATVs to access remote locations for field projects.
4. Operates audio and video recorders, electronic callers, wildlife trapping field sites, walk-in traps, and uses specialized avian processing equipment to mark and sample various wildlife species.
5. Assists in constructing wildlife management structures, clearing trails, removing invasive vegetation, and other related hand labor activities.
6. Records field data and observations, takes notes, and maintains complete and accurate records at all times.
7. Interviews people on the reservation to gather information and data necessary to fieldwork and monitoring.
8. Assists in interviewing Yurok tribal members to gather necessary biological and cultural data.
9. Hikes up trails or creeks and carries supplies.
10. May assist with any project or operations as needed.
11. Assists in keeping a neat and orderly workplace, office space, field houses, laboratory areas, vehicles, and storage areas.
12. Responsible for oversight and quality of data collected by employees under their supervision.
13. May input, record, and analyze data on computers using Access, Excel, or other databases;...
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14. Responsible for maintenance and upkeep of all tribal program equipment and other
    gear used by their crew, related to field activities.
15. Cooperates with other agencies and tribes, and interacts with the general public in a
    professional manner.
16. Assists with various administrative duties such as purchase requests, vehicle mileage
    forms, travel planning and processing, timesheet QA/QC, equipment inventories, and
    others as required.
17. Helps monitor project budgets and account balances using the Tribe’s accounting
    software/database, and updates supervisor(s) on a regular basis.
18. Reconciles programmatic financial data with Fiscal Department records and
    coordinate resolution of any disparity as appropriate.
19. May assist with grant research and writing.
20. May be assigned other duties as required to meet the needs of the organization.

SUPERVISORY RESPONSIBILITIES:

This position may be required to supervise Wildlife Technician I’s, Technician II’s, interns, and
volunteers.

DESIRABLE QUALIFICATIONS:
1. Skill in written and oral expression.
2. One year of experience entering, analyzing, and presenting data requiring a minimum of
   review and editing.
3. Ability to organize and implement sound plans, procedures, and schedules.
4. Skill and experience operating and maintaining boats and other field equipment such as
   weed eaters and chainsaws under extreme weather conditions day and night.
5. Experience with firearms and knowledge of lead and non-lead ammunition efficacy.
6. Knowledge of the use of firearms and their application in hunting large terrestrial game.
7. Outdoor experience and skills including swimming, snorkeling, and map and compass
   navigation.
8. Ability to identify wildlife species present on the Yurok Reservation (both juvenile and adult
   life stages).
9. Physical fitness and/or ability to perform strenuous and remote physical activities.
10. Rescue Training, CPR certification or First Aid Certification.
11. Familiarity with relational databases (e.g., Microsoft Access and ArcGIS programs).
12. Familiarity with Yurok Tribe natural resource priorities from a biological and/or cultural
    perspective.

MINIMUM QUALIFICATIONS:

1. Ability to record data accurately, legibly, and consistently.
2. CPR certification or First Aid Certification or the ability to obtain the certification within the
   two months of employment.

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3. Licensed with the ability to legally drive and insurable with the Yurok Tribes auto insurance.
4. Ability to obtain certification for marbled murrelet surveying, inclusive of necessary hearing requirements.
5. Ability to pass an appropriate background check if required and legally possess and use firearms.
6. Ability to pass an appropriate background check if required and work with minors.
7. Ability to interact with the public, including under possible adverse or volatile situations.
8. Ability to hike and camp alone, for several days in a row, in remote wilderness areas at night safely.
9. Knowledge of and/or experience in biological monitoring and field techniques. These include, but are not limited to visual and auditory surveys, operation of a handheld GPS unit, an understanding of transect and/or grid sampling, and ability to collect accurate and legible survey data.
10. Familiarity with computers and office equipment.
11. Proficiency with word processing programs, preferably Microsoft Word, and Microsoft Excel.
12. Proficiency in written and oral expression, inclusive of accuracy in spelling and grammar.

EDUCATION/EXPERIENCE:

G5: High school graduation or equivalent and two (2) years of specialized experience in Wildlife or equivalent field. Experience should include conducting basic wildlife surveys, habitat mapping, and solo field activities. Or two (2) years of course study above high school in Natural Resources, Wildlife Biology, or Wildlife Management with one year of specialized experience at the next lower grade level.

G6: Three (3) years of course study above high school in Natural Resources, Wildlife Biology, or Wildlife Management or one (1) year of specialized experience equivalent to the next lower grade level. Experience should include conducting basic wildlife surveys, habitat mapping, and solo field activities.

Equivalent combinations of education and experience are qualifying for all grade levels.

CONDITIONS OF EMPLOYMENT:

1. All applicants are subject to the Tribe’s Drug and Alcohol Free Work Place Policy including pre-employment screening.
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 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
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in written, oral and/or diagram form with 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

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 any established policies and procedures
may lead to disciplinary measures, up to and including termination.

_________________________________  ________________________  ________________________
Employee Signature                   Date                         Employee #

_________________________________
Supervisor Signature                 Date