

## SITKA TRIBE OF ALASKA

### Job Description

**JOB TITLE:** Weir Field Technician's I, II, and III

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<b>Exempt:</b> No	<b>Salary:</b> \$16.25-\$20.00 / hour
<b>Shift:</b> 6 hours/day or more depending on field Position requires staying overnight in the field Work shifts will be roughly fourteen days on fourteen days off	<b>Department:</b> Resource Protection
<b>Temporary Position:</b> June-September 2016	
<b>Reports to:</b> Fisheries Biologist	<b>Approved by:</b> General Manager
<b>Prepared by:</b> Resource Protection Director	<b>Date:</b> April 25, 2016

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#### I. SUMMARY

This is a field worker position that will provide camp/weir maintenance and data collection at a remote field station in S.E. Alaska, specifically at Klag Bay. See also attached seasonal field worker policies. Work is spent primarily as overnights at Klag Bay and work shifts will be roughly fourteen days on/paid and fourteen days off/unpaid.

#### II. ESSENTIAL DUTIES & RESPONSIBILITIES

Include, but are not limited to, the following:

- Maintain a working, bear-free campsite
- Maintain and operate a fish weir
- Collect accurate data consistently and handle fish without harming them
- Check in daily with supervisor via VHF Radio or Satellite Phone
- Daily camp journal MUST be kept

#### III. MINIMUM QUALIFICATIONS:

- **Tech I** - At least 18 years of age, senior or recent high school graduate, desire to enter the field of fisheries biology, excellent organizational skills, and experience using Microsoft Office software (Excel and Word). Must be self motivated and able to accomplish tasks with minimal supervision.
- **Tech II** - Freshman or sophomore college level status in a fisheries biology or related program (or recent graduate), excellent organizational skills, experience using Microsoft Office software (Excel and Word). Field experience operating a salmon weir may substitute for educational requirements.
- **Tech III (Crew Leader)** - College graduate with a degree in fisheries biology or similar natural resource degree, and previous data collection and management experience. Field experience operating a salmon weir may substitute for educational requirements. Data collection experience and leadership skills are a must for this position.

#### IV. SKILLS AND ABILITIES:

- Skilled in handling a firearm and working among brown bears
- Basic level of boating maintenance and operating skills

- Ability to work independently without supervision
- Ability to live in a remote, outdoor environment requiring good physical condition
- In previous employment, demonstrated ability to be a reliable worker (show up on time and consistent with the required work schedule)
- Ability to collect accurate and reliable data

**V. DRUG AND ALCOHOL FREE WORKPLACE**

This position is required to comply with Sitka Tribe of Alaska’s Drug and Alcohol Free Workplace Ordinance. This position therefore is subject to drug and/or alcohol testing if the immediate supervisor has reasonable suspicion that the employee has reported to work under the influence of a prohibited drug used unlawfully or under the influence of alcohol. Additionally, drugs and alcohol are not allowed at the remote field site.

**VI. CRIMINAL BACKGROUND CHECK**

This position requires full compliance with the STA Criminal Background Check ordinance. All candidates for this position must consent to a criminal history record check, submit fingerprints and submit a supplemental employment application. No individual may fill this position who:

- Has been convicted of any crime involving a domestic violence or sexual offense
- Has been convicted, plead not contest to, or has a current pending charge of a felony
- Is currently subject to a restraining order issued after a hearing which restrains the individual from harassing, stalking, or threatening an intimate partner or child
- Has been dishonorably discharged from the armed forces
- Has a criminal record indicating that the individual is an unlawful user of a controlled substance
- Has a criminal charge or pending criminal charge that involves the unlawful discharge of a firearm, or a charge that would prohibit the applicant from handling a firearm

The individual who holds this position is required to report any violation of a criminal statute within one working day of the charge or conviction to the individual’s immediate supervisor.

**VII. PREFERENCE**

Native preference in hiring applies as outlined in the STA Hiring Policy and Procedure and the STA Employee Handbook.

Approved:

Received:

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Lawrence SpottedBird, General Manager

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Anne Davis, Administrative Services