

Little Traverse Bay Bands of Odawa Indians Job Posting

Job Title: YOUTH CONSERVATION CORP LEADER

Department: Natural Resources

Reports to: Natural Resources Director

Status: Non-Exempt

Salary: \$11.85 - \$16.03 per hr.

Level: 2

Terms: Seasonal Position

Opens: March 04, 2016

Closes: March 25, 2016

SUMMARY This position is responsible for managing the LTBB Natural Resource Department Youth Conservation Corp (YCC). The YCC provides LTBB youth with a summer job opportunity while familiarizing the youth with biological, environmental and conservation enforcement professions of the Tribe. The YCC will consist of a youth conservation work crew of 4-6 individuals between the ages of 14 and 18 yrs. old. The YCC will be charged with completing natural resource related projects such as invasive species removal (sapling removal), trail clearing, small agriculture and forest improvement and with providing assistance on field work to the NRD on various assessments. The YCC will also participate in cultural activities of the Tribe.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Manage the YCC program and budget.
- The development of YCC projects and submission of those to the Director for approval.
- The completion of reports related to those projects.
- Provide/facilitate Treaty Rights, Tribal Government structure, natural resource management transfer of knowledge to YCC workers
- Setting schedule of the YCC.
- Provide direction to the YCC.
- Supervise the YCC.
- Provide instruction science based instruction to YCC.
- Responsible for the safety and welfare of the YCC employees while on the job.
- Responsible for communication with other NRD programs or other relevant LTBB programs or Departments.
- Assist of NRD Programs

OTHER SKILLS AND ABILITIES

Must be able to work in all weather conditions. Must be able to work with youth and pass a background check. Must be able to operate a computer and have effective writing and communication skills. Must be mechanically inclined to maintain and make minor repairs to vehicles, and equipment.

EDUCATION and/or EXPERIENCE

Must have experience in natural resource/agriculture related fields. Previous work experience with youth is preferred. A minimum of high school diploma or equivalent. A degree from a 4 year institution is preferred.

CERTIFICATES, LICENSES REGISTRATIONS

Must have a valid Michigan Drivers License. Must be insurable

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl especially when working with fish assessment nets on the lake. The employee is occasionally required to sit and talk to hear. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds.

WORK ENVIRONMENT

May be exposed to wet and/or humid condition and extreme outdoor weather conditions. The employee will be frequently exposed to moving mechanical parts. Occasionally field duties will require traveling long distances in harsh weather.

COMMENTS

Native American Preference will apply.