



The Klamath Tribes

501 Chiloquin Blvd./P.O. Box 436

Chiloquin, Oregon 97624

Phone: (541) 783-2219

HR Fax: (541) 783-2836

OPEN: 04/05/19

CLOSE: 04/18/19

EXEMPT X
NON-EXEMPT

POSITION DESCRIPTION

POSITION: **BIOLOGIST I**

RESPONSIBLE TO: Fisheries Biologist

SALARY: GS -7 \$33,137 - \$44,371 Annual/Full Benefits
GS -8 \$37,810 - \$49,615 Annual/Full Benefits
GS-9 Full Benefits (Only for employees with 10+ years of tribal service)

CLASSIFICATION: Professional, Regular, Full-Time

SPECIAL CLASSIFICATION: This position is considered fully classified for Klamath Tribal members in accordance with the *Klamath Tribes Administration Policies & Procedures Reporting and Recordkeeping for Fishing Rights-Related Activity*.

LOCATION: The Klamath Tribes Research Station
Sprague River Water Quality Lab
5671 Sprague River Highway
Chiloquin, OR 97624

POSITION OBJECTIVES

The Biologist I position is located in the Aquatics Program within the Klamath Tribes' Natural Resources Department. The primary purpose of this position is to learn field data collection tasks relating to fisheries management, fish culture relating to reintroduction programs for endangered species, fish distribution and abundance, habitat restoration, and monitoring.

MAJOR DUTIES AND RESPONSIBILITIES

1. Conduct fish population surveys/monitoring to assess biological and demographic characteristics of fish populations. Field work will require safely traveling by vehicle and boat to field sites in adverse weather conditions using a Tribal vehicle or water craft.

2. Participate in the Klamath Tribes' fisheries monitoring program.
3. Research, monitor, and evaluate salmon and sucker reintroduction projects.
4. Maintain, monitor, and improve upon hatchery facilities.
5. Maintain the health of hatchery stock.
6. Develop and implement aquatic habitat restoration activities.
7. Develop and implement fish and aquatic habitat monitoring strategies to evaluate results of restoration actions.
8. Purchase, safely operate, maintain, and repair gear and equipment necessary for sampling and data collection.
9. Coordinate implementation of field surveys with collaborating agencies and organizations.
10. Enter, edit, update, and graph field and laboratory data.
11. Produce maps to assist with research efforts using ArcGIS.
12. Prepare written reports about and present on completed research and analysis.
13. Exercise the full range of supervisory duties for assigned staff in performing field or fish culture activities.
14. The incumbent will be called upon to accomplish other tasks within their scope of work.

SUPERVISORY CONTROLS

The Biologist I is directly supervised by the Fisheries Biologist or a designee, to be determined based on project needs. This position is expected to work collaboratively in a team environment as well as independently, using professional knowledge and judgment in ensuring that duties and responsibilities are carried out in a safe, timely manner and that policies and procedures are followed.

The supervisor outlines the overall Tribal and project objectives and priorities, timelines, financial resources available, and plans and schedules recurring work. Work is reviewed for compliance with policy, procedures, and goal attainment.

KNOWLEDGE, SKILLS, ABILITIES

- Knowledge of fish behavior, biology, and demographics.
- Knowledge and ability to design and implement scientific investigations into fish survival at different life stages; distribution and abundance; habitat quality; water quality; food habits; and physical, chemical, and biological conditions relative to fish population performance.
- Ability to learn research, monitoring, and evaluation of a wide variety of aquatic resources, including fish, invertebrates, plants, water, and other project specific aspects.
- Ability to learn the implementation process of aquatic habitat restoration activities.
- Ability to learn fish hatchery related operational concepts.
- Knowledge of and ability to utilize, or willingness to learn standard fisheries sampling equipment, including but not limited to: electro-fishing, nets, traps, dry suits and snorkeling gear, thermographs, PIT tags, GPS, etc.
- Ability to collect and compile data accurately and efficiently while being detail oriented, thorough, and staying organized.
- Skilled user of Microsoft Office products, especially Word, Excel, PowerPoint, and Access.
- Ability to effectively communicate both orally and in writing.
- Knowledge of aquatic ecology, stream and lake ecology, hydrology, riparian plant ecology, and limnology.
- Knowledge of agricultural operations, especially management of grazing and riparian ecosystems, and how they can influence functional processes in streams.
- Ability to collaborate effectively with other scientists, interact with people of diverse backgrounds in a professional manner, using tact, diplomacy, and mature judgment while pursuing tribal interests.
- Ability to perform work and accomplish tasks in accordance with established policies, procedures, practices, and priorities of the Natural Resources Department. This includes the ability to plan and organize work using one's own initiative and to seek information and assistance from other sources as necessary to meet program goals and deadlines.

- Ability to supervise field staff, including day to day work schedules and setting medium and long term goals.
- Ability to work an irregular schedule, including evenings and weekends, and as dictated by weather conditions and deadlines.
- Ability to work outside in stream and lake environments in adverse weather conditions and rugged terrain for extended periods of time. Ability to hike off trail for long distances while carrying sampling equipment. Ability to perform tasks which require bending, lifting, stretching, and stooping.
- Ability to safely navigate and operate:
 - vehicles in adverse weather conditions and on rugged roads;
 - water craft (canoe, drift boat, Jon boat, Boston Whaler, etc.) on rivers and lakes in challenging conditions (high winds, large waves, shallow water, etc.).

QUALIFICATIONS, EXPERIENCE, EDUCATION

Minimum Qualifications: *Failure to comply with minimum position requirements may result in termination of employment.*

- **REQUIRED** Bachelors of Science Degree in Fisheries Biology, Environmental Science or closely related field specializing primarily in aquatic sciences. Copy of degree and transcripts must be submitted with application.
- **REQUIRED** ability to conduct basic research activities, such as research conducted as part of undergraduate or graduate studies. Must submit a work sample demonstrating scientific writing, research, and analytical ability.
- **REQUIRED** to be willing and able to work irregular hours in extreme weather conditions for extended periods of time.
- **REQUIRED** to be dependable, responsible, highly motivated, and willing and able to work independently.
- **REQUIRED** proficiency in the use of computers for a variety of tasks including:
 - general computing using Microsoft Office (e.g. spreadsheets, documents, presentations, etc.).
- **REQUIRED** to operate power boats, and obtain an Oregon Boater Education Card within the initial 90-day probationary period as a condition of employment.
- **REQUIRED** to possess and maintain a valid Oregon Driver's License, (out of state applicants must receive ODL within 90 days of hire), have good driving record and be

insurable by The Klamath Tribes' vehicle insurance policy. *(Must submit copy of driver license with application.)*

- **REQUIRED** to submit to and clear an alcohol/drug screen and random testing as per policy.
- **REQUIRED** to submit to a background and character investigation, as per Tribal policy. Following hire must immediately report to Human Resource any citation, arrest, conviction for a misdemeanor or felony crime.
- **REQUIRED** to accept the responsibility of a mandatory reporter of abuse and neglect of infants and children, people who are elderly or dependent, individuals with mental illness or developmental disabilities or residents of nursing homes and other health care facilities. This includes reporting any evidence of physical injury, neglect, sexual or emotional abuse or financial exploitation.

Preferred Qualifications:

- **PREFERRED:** 6 months experience performing job duties similar to those listed in this position description.
- **PREFERRED:** 6 months supervisory experience.
- **PREFERRED:** Mapping and analysis using ArcGIS.

INDIAN PREFERENCE

- Indian and Tribal Preference will apply, as per policy. *(Must submit tribal documentation with application to qualify for Indian Preference).*

ACKNOWLEDGEMENT

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this job description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

APPLICATION PROCEDURE

Submit The Klamath Tribes ***Application for Employment*** with all requirements and supporting documentation to:

The Klamath Tribes
ATTN: Human Resource

**P.O. Box 436
Chiloquin, OR 97624**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

Please Note: If requirements are not met, i.e., submission of a resume in lieu of a tribal application or not including a required certification, your application will not be reviewed and will be disqualified.

Indian Preference will apply. In accordance with Klamath Tribal policy, priority in selection will be given to qualified applicants who present proof of eligibility for "Indian Preference".

Applications will not be returned.

EMPLOYEE ACKNOWLEDGEMENT:

I have reviewed this position description and have been provided a copy. I understand that The Klamath Tribes reserves the sole right to modify this position description at any time, with or without notice.

Employee (printed name)

Employee (signature)