



## The Klamath Tribes

501 Chiloquin Blvd/P.O. Box 436  
Chiloquin, Oregon 97624

Phone: (541) 783-2219  
HR Fax: (541) 783-2836

OPEN: 04/04/23  
CLOSE: 04/18/23

EXEMPT   
NON-EXEMPT

### POSITION DESCRIPTION

**POSITION:** AQUATIC RESOURCES TECHNICIAN III

**RESPONSIBLE TO:** Water Rights Specialist

**SALARY:** Step Range: 17-31; Full Benefits  
Salary Range: \$44,226 - \$66,895  
Hourly Range: \$21.26 - \$32.16

**CLASSIFICATION:** Non-Management, Regular, Full-time

**FRRA 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 Ambodat Department**  
Sprague River Water Quality Lab  
5671 Sprague River Highway  
Chiloquin, OR 97624

**BACKGROUND:** N/A

### POSITION OBJECTIVES

The primary purpose of this position is to assist in development of stream restoration projects and supervise lower grade Aquatic Resources Technicians in the implementation of these projects.

The secondary purpose is the collection of hydrological and water flow field data as part of The Klamath Tribes' on-going long-term monitoring programs on Upper Klamath Lake and its tributaries. This position will supervise all field water flow data being collected; this will include proper management of field and lab data as described in standard operating procedures (SOP).

### MAJOR DUTIES AND RESPONSIBILITIES

1. Oversee stream and riparian restoration activities as assigned by the Water Rights Specialist. This will include operation or oversight of equipment use by qualified staff such as an excavator, skid-steer, side-by side or similar equipment.
2. Identify and assist in the development of stream restoration activities.
3. Responsible for the implementation and oversight of all water flow monitoring protocols for the Upper Klamath Lake watershed including tributaries of the Wood, Williamson and Sprague rivers. This includes ensuring all sampling schedules and sample protocols are strictly adhered to.
4. Collect water flow and fluvial geomorphological field data from the Wood, Williamson, and Sprague rivers, and other areas as needed. Field sampling may occur during adverse weather conditions.
5. Oversee Quality Assurance and Quality Control (QA/QC) processes for field data. This includes primary responsibility for ensuring that entry of data into the water flow monitoring database is done in accordance with proper QA/QC protocols.
6. Develop and implement work plans to meet goals and objectives.
7. Exercise the full range of supervisory duties for assigned staff. Perform overall work planning, establish work schedules and priorities, and assign and review work. Personally, discuss the progress of the work and problems areas as they may arise. Recommend employee status and other personnel changes, approve leave, evaluate performance, identify training needs, and ensure that training opportunities are provided. Resolve complaints or minor grievances, and advise employees on matters related to less than satisfactory performance. Keep employees informed of management policies and goals.
8. Complete, or assist with, quarterly reports to the funding agencies for the research projects assigned to this position. The quarterly reports must be accurate and completed on time.
9. Supervise field technicians to ensure that field QA/QC procedures are followed, which may require training and retraining of field technicians when it's found that QA/QC procedures are not being followed.
10. Follow all QA/QC procedures for the field sampling programs.
11. Oversee the monthly vehicle maintenance record forms for Water Monitoring vehicles, including monthly inspections of all vehicles to keep them in proper operating condition.

12. The incumbent will be called upon to accomplish other tasks within their scope of work.

### **SUPERVISORY CONTROLS**

The Aquatic Resources Technician III works under the direct supervision of the Water Rights Specialist who provides general instructions regarding work schedule and protocols, and review of work products. The Aquatic Resources Technician III must be able to independently follow strict data collection and entry protocols.

The Aquatic Resources Technician III will directly supervise Aquatic Resources Technician staff necessary to accommodate project-specific assignments in accordance with policies and procedures adopted by The Klamath Tribes.

### **KNOWLEDGE, SKILLS, ABILITIES**

Knowledge of standard methods used in hydrologic measurements.

Ability to use water sampling equipment to collect data on water flows.

Ability to work outdoors, in extreme weather conditions for prolonged periods, during both day and night.

Knowledge of field data entry protocols, including data critique and data entry software, and ability to learn new data entry software as necessary.

Ability to lead field crews undertaking stream and riparian restoration activities.

Ability to supervise staff according to Klamath Tribes' policies and procedures.

Ability to implement short- and long-term goals and objectives.

Ability to perform tasks, which require lifting up to 50 lbs., to a height of approximately 4 ft., bending, hiking in uneven terrain and prolonged standing.

Ability to operate a vehicle in adverse weather (e.g. snowy conditions) and on rugged forest roads and perform basic preventive maintenance checks.

Ability to operate power boats in challenging (high winds, large waves, shallow water, etc.) conditions.

### **QUALIFICATIONS, EXPERIENCE, EDUCATION**

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

- **REQUIRED** to possess a High School Diploma or Equivalent. *(Must submit copy of diploma or transcripts with application.)*
- **REQUIRED** to have education or experience in environmental science with a minimum of two years demonstrated field experience specializing in any fields such as fisheries, water flow monitoring, fluvial geomorphology, river morphology, or stream restoration.
- **REQUIRED** to have at least one year supervisory experience.
- **REQUIRED** to be able to operate power boats, and to obtain an Oregon Boater Education Card within the initial 90-day probationary period as a condition of employment.
- **REQUIRED** to have computer experience; emphasis will be in the use of Microsoft Word, Excel and work in a networked environment (e.g. spreadsheets, documents, presentations, etc.).
- **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 adhere to The Klamath Tribes Alcohol and Drug Free Workplace policy.
- **REQUIRED** to accept responsibility of a mandatory reporter in accordance with the Klamath Tribes Juvenile Ordinance Title 2, Chapter 15.64 and General Council Resolution #2005 003, all Tribal staff are considered mandatory reporters.

**Preferred Qualifications:**

- Bachelor's Degree in Environmental Sciences or equivalent, is preferred. (Diploma or transcripts must be submitted with application.)
- Previous experience with stream restoration project implementation.

**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.

<b>EMPLOYEE ACKNOWLEDGEMENT:</b>	
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.	
<b>Employee (printed name)</b>	<b>Employee (signature)</b>