

HOULTON BAND OF MALISEET INDIANS

Job Description

Revised 4/9/2019

Job Title: Natural Resources Technician – Summer Internship

Status: *Temporary* -Part-time to Full-time, up to 40 hr. a week

Role: Under the general supervision of the Natural Resources Specialist, the Technician is responsible for assisting the Natural Resources Department managing HBMI's forest and soil resources.

Duties and Responsibilities:

1. Assist the Natural Resources Specialist in maintenance of the following on tribal property.
 - Tribal boundary lines
 - Non-point source / BMP maintenance
 - Nature Trail
2. Assist the Natural Resources Specialist implement the Band's wildlife habitat enhancement plan
 - tree and shrub planting and maintenance
 - invasive species identification and eradication
 - pruning apple trees
 - cleaning and maintaining nest boxes
 - create brush piles
 - work in greenhouse to grow plant materials for department/tribal projects and expand medicinal plant nursery
3. Assist in the collection of GIS/GPS data.
4. Work as needed with other departments and natural resource programs to inventory, assess, and monitor tribal trust lands.
5. Perform other duties as needed or as requested by supervisor.

MINIMUM QUALIFICATIONS

- High school diploma or equivalent
- Must have a clean, valid Maine State Drivers License
- Must possess the ability to be insured by HBMI's vehicle insurance carrier
- Interest in natural resources management preferred
- Must be willing to work outdoors - rain or shine (dress appropriately)
- Must be able to work irregular hours as needed
- Good attendance necessary
- Ability to work independently and as part of a team
- Ability to follow directions
- Consent to a Criminal Background Check and DMV Check
- Must have reliable transportation and able to report to work on time
- Must be able to carry heavy equipment over uneven terrain including along/in streams and river
- Must be comfortable working in canoes and/or other watercraft
- Cell phone use limited to lunch and break times only
- Must pass drug test

HOULTON BAND OF MALISEET INDIANS
JOB DESCRIPTION

Revised by Tribal Council: 4-9-19

Job Title: Water Resources Technician (Summer Internship)

Status: *Temporary* Part- to Full-time, up to 40 hr. a week

Role: Under the general supervision of the Water Resources Specialist. The Technician is responsible for assisting the Water Resources Department in meeting its water quality monitoring goals and objectives.

Duties and Responsibilities:

1. Assist the Water Resources Department in implementing its existing surface water monitoring programs including, but not limited to, the following:
 - collecting water, and algae samples.
 - walking, wading and canoeing in rivers and lakes.
 - measuring various water quality parameters using a variety of field and laboratory instruments.
 - executing very specific standard field and laboratory procedures.
2. Assist with the collection of GIS/GPS information.
3. Work as needed with other tribal departments and other agencies to inventory, assess, and monitor natural resources on tribal lands and to protect the health and welfare of tribal members from environmental contaminants.
4. Perform other duties as needed and as requested by supervisor.
5. Must be reliable and dependable with attendance.

Minimum Qualifications:

- High school diploma or GED.
- Must possess a current and valid Drivers License
- Must possess the ability to be insured by HBMI's vehicle insurance carrier
- Have an interest in water resource monitoring.
- Must be willing to work outdoors in inclement weather. (dress appropriately)
- Must be able to work irregular hours (early start times and long days).
- Must be willing to learn and obtain necessary skills.
- Ability to work independently and as part of a team.
- Consent to Criminal background & DMV check
- Must have reliable transportation and able to report to work on time
- Must be able to carry heavy equipment over uneven terrain including along/in streams and river
- Must be comfortable working in canoes or other watercraft.
- Cell phone use limited to lunch and break times only
- Must pass drug test