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 to 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