

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
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PABLO MT 59855
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PERSONNEL OFFICE FAX: 406-675-2711
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******VACANCY ANNOUNCEMENT******

TITLE: Tribal Historic Preservation Officer
LOCATION: Tribal Preservation Department-Pablo, Mt.
SALARY: \$24.20 to \$31.43 per hour
CLOSING DATE: Thursday, January 16, 2025 at 5:30 p.m.

SPECIAL CONDITIONS:

This is not a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.**

The Tribal Historic Preservation Officer position is a professional level position. The position is responsible for tasks, recommendations and communications associated with the Implementation of the Agreement Between the National Park Service, U.S. Department of the Interior and Confederated Salish and Kootenai Tribes of the Flathead nation for the assumption by the Tribe of Certain Responsibilities Pursuant to the National Historic Preservation Act (16 U.S. C.470) enacted in November 1996 (Agreement).

DUTIES:

- Direct and conduct a comprehensive, Reservation -wide survey and maintain an Inventory of historic and culturally significant properties.
- Prepare and implement a comprehensive, Reservation-wide cultural preservation planning process, so that effective decisions concerning preservation can be made.
- Maintain the Salish, Pend d'Oreille and Kootenai Register of Cultural Places composed of religious sites, traditional cultural properties, burial sites, archaeological sites, districts, buildings and structures significant to the history, lifeways and customs of the Tribes.
- Maintain a cultural, historical, and archaeological database in a manner that takes into account Tribal disclosures of personal, private, or religious Information.
- Advise and assist, as appropriate, Federal and State agencies and local governments in carrying out their historic reservation responsibilities.
- Cooperate with the Secretary, the Advisory Council on Historic Preservation, and other Federal agencies, State agencies, local governments, and organizations and individuals to ensure that historic properties are taken into consideration at all levels of planning and development.
- Provide public information, education and training, and technical assistance in historic preservation.
- Consult with the appropriate Federal agencies in accordance with Section 106 of The National Historic Preservation Act on federal undertakings that may affect historic and culturally-significant properties within the boundaries of the reservation and the content and sufficiency of any plan to protect, manager, or to reduce or mitigate harm to such properties.

- In Conjunction with the Montana State Historic Preservation Office and in accordance with the Tribes plan, will nominate eligible properties to the National Register of Historic Plans. Will cooperate with local governments in the development of local historic preservation programs and assist local governments in becoming certified pursuant to Subsection C of the Act. Will advise and assist in the evaluation of proposals for rehabilitation projects that may qualify for Federal assistance, such as historic preservation tax credits.
- May exercise the historic preservation responsibilities in conjunction with the Montana State Historic Preservation Officer on land that is neither owned by a Tribal member nor held in trust for the Tribe by the secretary, provided that the owner of such property requested the Montana State Historic Preservation Officer's participation.
- Will carry out responsibility for review of Federal undertaking pursuant to Section 106 of the Act in accordance with the regulations (36 CFR Part 800) of the Advisory Council on Historic Preservation. In the event that the Tribe seeks to substitute its own review procedures for those established by the Council, such substitution is subject to a separate negotiation with Council, pursuant to Section 101 (d)(S) of the Act.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)

- Must have a bachelor's degree in Anthropology with a specialization in Prehistoric Archaeology, or a degree in Archaeology with specialization in Prehistoric Archaeology, or a degree in a closely related field, PLUS professional experience applying theories, methods, and practices of Archaeology that enables professional judgements to be made about the identification, evaluation, documentation, registration, or treatment of prehistoric, or traditional cultural properties.
- OR have a bachelor's degree in Anthropology with a specialization in Historical Archaeology, or a bachelor's degree In Archaeology with a specialization in Prehistoric Archaeology, or a bachelor's degree in a closely related field, PLUS professional experience applying the theories, methods, and practices of Archaeology that enables professional judgments to be made about the identification, evaluation, documentation, registration, or treatment of prehistoric, or traditional cultural properties.
- OR have a bachelor's degree in Anthropology with a specialization in Applied Cultural Anthropology, or a degree in a closely related field, PLUS professional experience applying theories, methods, and practices of Archaeology that enables professional judgments to be made about the Identification, evaluation, documentation, registration, or treatment of prehistoric, or traditional cultural properties.
- Must have a maintain a Montana State Driver's License as a condition of employment.

SUBMIT:

1. Completed Tribal employment application.
2. Certified copies of relevant academic transcripts and training certificates.
3. Copy of a valid Montana State Driver's License.
4. Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If you are claiming Veterans Preference, a copy of the DD214 must be submitted with the application.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, P.O. Box 278, Pablo MT 59855, Telephone 406-675-2700 Ext. 1040.

FOR MORE INFORMATION: Contact: Kevin Askan, Tribal Preservation Department Head @ 675-2700, Ext. 1286.