

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
406.675.2700
PERSONNEL OFFICE FAX: 406.226.2562
Website: cskt.org/personnel
E-mail: cory.clairmont@cskt.org**

*****V A C A N C Y A N N O U N C E M E N T*****

TITLE: NEPA Forester – contract position

LOCATION: Forestry Department
Ronan, MT

SALARY: \$29.28 to \$32.21 per hour including benefits

CLOSING DATE: Open Until Filled

SPECIAL CONDITIONS:

This position 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.

The professional National Environmental Protection Act (NEPA) Forester fills a position responsible for most phases of the NEPA process at the project level, ensuring that all proposed activities meet applicable Tribal, Federal and State regulations and laws. Projects assigned will be of a moderate to highly complex nature, often controversial, and with numerous conflicting social, political and biological factors. Duties are as follows:

DUTIES:

- Facilitate up to four (4) major Environmental Assessment projects and several smaller NEPA projects at any time.
- Coordinates and facilitates IDT meetings, field trips and public presentations.
- Request, Collects and reviews data and analysis from all IDT members.
- Authors NEPA documents, which include Categorical exclusions (Cat X), Checklist Environmental Impact Statements (SEIS) and Environmental Impact Statements (EIS) that are related to proposed Forestry actions.

Other duties as assigned include but are not limited to:

- Collects and provides forestry input to inter-disciplinary teams for sale preparation, including existing conditions reports and impact analysis.
- Assists with timber cruises, processes and summarizes cruise data and assists with sale stumpage appraisals.
- Coordinates input to sale development from Forest Development, fire and other disciplines.
- Assists with Forest Officer's Reports, timber sale contracts, prospectus, advertisements and maps.
- Assists in establishment and re-measurement of permanent growth plots.
- Assists in all facets of timbers sale layout.
- Assists in fire suppression and prescribed burning, if qualified, as directed by the Fire Management Officer.
- Shares in the training of other forestry personnel.

- Supervises employees as required.

MINIMUM RECRUITING QUALIFICATIONS AS REFLECTED ON TRIBAL EMPLOYMENT APPLICATION:

- A minimum of a Bachelor of Science degree in Forestry (preferred) or a Bachelor of Science in Natural Resource field with at least 24 semester hours in forestry that includes three (3) years of professional experience (one year with a Master's degree). Requires two (2) years of supervision responsibility. Proof of degree is also required. Experience working with Native American Tribes is desired but not required.
- A valid state drivers license.
- In order to function as fire personnel, a current red card must be updated and an annual physical must be submitted.
- In-depth knowledge of National Environmental Policy Act (NEPA) procedures.
- In-depth knowledge of NEPA document requirements in order to adequately facilitate the Interdisciplinary Team (IDT) efforts in developing proposed actions, alternatives, mitigations and resulting impacts.
- Working knowledge of Geographic Information System (GIS) and Global Position System (GPS) uses and application.
- Proficient in writing NEPA related documents to include but not limited to Categorical exclusions (Cat X), Checklist Environmental Assessment and Environmental Assessments (ES), Supplemental Environmental Impact Statements (SEIS) and Environmental Impact Statements (EIS), meeting minutes and summaries, and memos and correspondence that are related to proposed Forestry actions.
- Proficient in facilitating and IDT meeting to achieve objectives set forth in a meeting agenda.
- Familiar in the use of forestry tools such as hand compasses, clinometers, global positioning equipment (GPS), prisms, altimeters, land survey equipment, relaskops, range finders, and data recorders.
- Proficient in the use so specialty software packages such as Microsoft Word, Excel, Access and Outlook, cruise programs, appraisal programs, forestry database programs, etc.

SUBMIT:

1. Completed Tribal employment application (Resumes may be submitted but may not replace or supplement the official Tribal application).
2. Copies of relevant academic transcripts and training certificates.
3. Copy of driver's license.
4. Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If claiming Veteran's preference, a copy of DD214 must be submitted with the application.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, P.O. Box 278, Pablo, MT 59855, or call 406.675.2700, ext. 1040 or visit the website cskt.org/personnel.

FOR MORE INFORMATION:

Contact: Shawn DeFrance, Program Manager, Forestry Inventory/Planning @ 406.675.2700, ext. 6036