

# TU' KWA HONE NEWSLETTER

Burns, Oregon

May 18, 2020

**Burns Paiute Tribe**

100 Pasigo St.

Burns, OR 97720

541.573.8016

**TRIBAL COUNCIL CONTACT:**

**Chairman - Cecil Dick**

**541.589.5264**

**Burns Tribal Chief of Police**

Alan Johnson—541.589.1030

**Family & Children Services. /**

**ICWA**

Jody Richards—541-573-8005

**Domestic Violence / Assault-**

Teresa Cowing,  
541.573.8053 / 541.413.0216

**Police After hours:**

**Call Harney County  
911**

**Non – Emergency  
541.573.6028**

**ALL TRIBAL OFFICES WILL BE CLOSED ON  
MONDAY, MAY 25, 2020 IN  
OBSERVANCE OF MEMORIAL DAY**

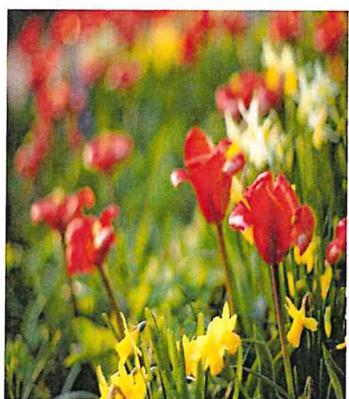


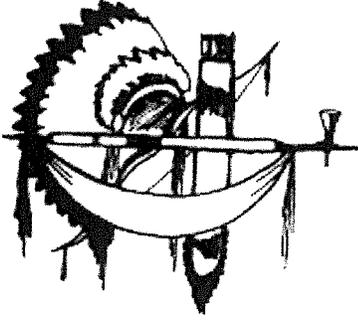
## COMMUNITY NEWS

**Old Camp Cemetery road will be open as of May 14, 2020.**

### **NON-EXCLUSIVE NO FEE GRAZING LEASE OFFERED TO BURNS PAIUTE TRIBAL COMMUNITY MEMBERS**

The Burns Paiute Tribal Administration is offering a Non-Exclusive No Fee Grazing Lease on two parcels of land, each approximately two acres in size, for the purpose of grazing livestock belonging to members of the Burns Paiute Tribal Community, for reducing the potential fire hazard in the upcoming summer months. Parcel (1): is along the east side of the West Loop Road and West of Lower Housing Lots Number (1 & 15-A); Parcel (2) is located North of Radar Lane adjacent to the South side of the Kessler Property. The No Fee Grazing Lease will expire upon the reduction of the vegetation, and up notification to the Lessee by a representative of the Burns Paiute Tribe, at which time the Lessee will remove his/her livestock within one day of notification which may be verbal and/or written at the discretion of the Burns Paiute Tribe Representative. You may direct your questions to Charisse Soucie, Lease Compliance Specialist at 541-573-8066





## *Burns Paiute Tribe*

*100 Pasigo St*

*Burns, OR 97720*

*Phone (541) 573-8016*

*Fax (541) 573-2323*

May 8, 2020

### **UPDATE OF BURNS PAIUTE – COVID-19**

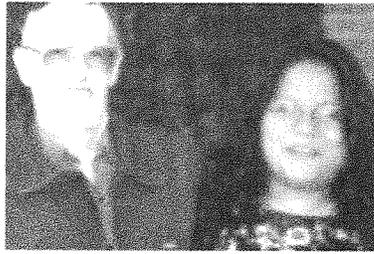
The Burns Paiute Tribal Council at its May 6<sup>th</sup>, 2020 meeting, voted to extend its “Declaration of Emergency” to June 1<sup>st</sup>, 2020.

Following the June 1<sup>st</sup>, 2020 date, the Tribal Council will re-evaluate the Coronavirus-19 Pandemic situation on this date. The evaluation will determine whether to continue the Declaration or to open all Tribal Services for regular business.

All Tribal Office will remain closed at this time until June 1<sup>st</sup>, 2020. Certain Tribal Offices will be open to provide essential services to the Community, this will include Tribal staff.

Because of the delay related to the Coronavirus Pandemic, this will have affect on the June General Council. It is at this General Council meeting, the floor will be open for Tribal Council nominations for council positions; and other businesses.

*Cecil Deil*



**Happy 80th Birthday on May 20th**  
to the Best Dad, Grampa, Great-Grampa  
we could ever ask for!

Much Love,

Tim & Renee

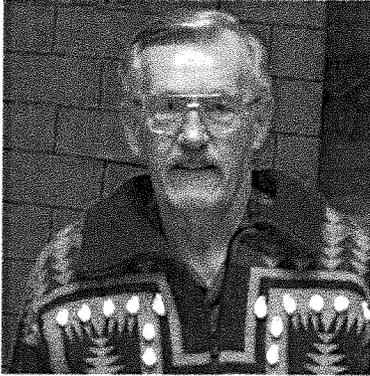
Charisse

Kristeny

Rance

&

Kenai



# *Congratulations Class of 2020*



## Preschool

Tex Hawley

Elijah Majors

Basia Thomas

## Middle School

Eddie Barela

Tuwahno Beers

Uryah Dick

Mykah Johnson

Soraya Johnson

Avionna Landers

Shakespear (Chris) Kennedy

Del Marsh

Aubrey Richarz

Joaquin Smartt

K'Shalee Thomas-Smartt

## High School

Jose (Dakota) Ceja, Burns High School

Reyanne Hawley, Crane High School

Kaylee Johnson, Oregon Connections Academy

Truston Snapp, Burns High School

Jaron Teeman, Pilot Rock High School

Yesenia Teeman, Portland Christian School

## Thank You

Families

Burns Paiute Tribal Council

Parent Committee

Cecil Dick

Burns Paiute Tribe Foundation

Tribal Attendance Promising Practices

Burns Paiute Tribal Programs: Police Department,  
Education Program, Prevention Program, & Tuwakii Nobi





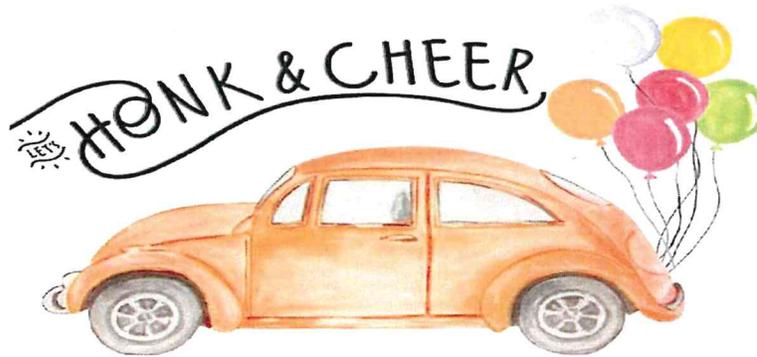
# Class of 2020



Parent Committee Proudly Presents

## Graduation Celebration Car Parade Thursday, May 21st

*Class of  
2020*



### **5:00 PM: Meet at Rainbow Park**

Please join us in the car parade, if your student is graduating from preschool, middle school, & high school. Please feel free to decorate your vehicle and celebrate the Class of 2020 graduates!

### **5:30 PM: Car Parade Begins**

BPT Community are encouraged to post signs/decorations and CHEER for the Graduates from your yard, as the parade goes through the reservation.

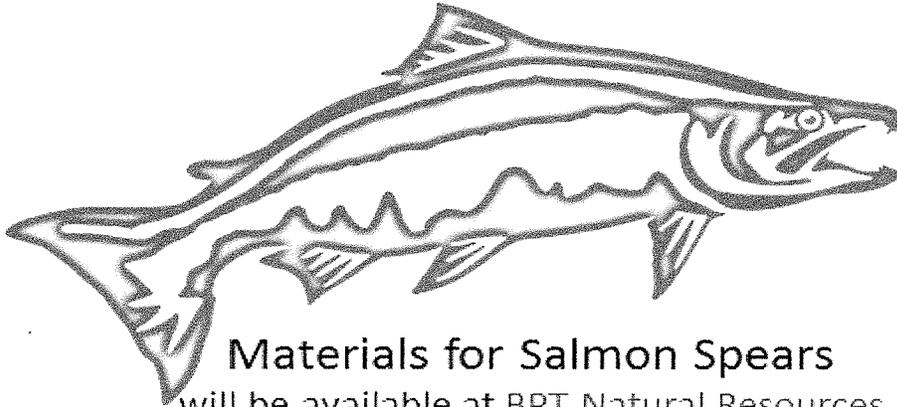
### **Car Parade Ends at Rainbow Park**

We will practice "Social Distancing" and graduates will receive a gift. Burns Paiute Tribal High School Seniors & Higher Education 2020 Graduates will be presented a Pendleton blanket.

**Thank you for practicing social distancing & safety protocols!**

\*\*\*\*\*

At a later date, the Parent Committee will plan for a formal celebration for our Class of 2020 graduates.



**Materials for Salmon Spears**  
will be available at BPT Natural Resources

Willows for poles and spear-making kits will be on the Natural Resources front porch this Tuesday, May 12<sup>th</sup> until supplies run out.

***Please stop by and pick up what you need for the 2020  
Chinook Fishery***

*\*Supplies are limited and stay tuned: BPT Fisheries will keep you updated on the 2020 fishery. For more information contact Brandon at: (541) 573-8084 or [brandon.haslick@burnspaiute-nsn.gov](mailto:brandon.haslick@burnspaiute-nsn.gov)*

Many of you are probably wondering whether the salmon release will occur this year. The answer is Yes! with a couple of changes to account for the need for increased health and safety of participants during the pandemic. Tribal households will need to sign up for their own individual time slot to fish the section of the Malheur where the salmon will be released. The fish will be released on June 15th, and reserved fishing for BPT households will occur during the two days following, June 16th and 17th. The salmon will be prevented from straying too far from the release by picket weirs on either end. More details will follow, but in the meantime, please visit Natural Resources if you need any spear-making materials. These will be available outside the front door while supplies last. See attached flyer for more information. Thank you and looking forward to making this year's release as successful as years' past.

Best,

Brandon

*Brandon Haslick*

*Fisheries Program Manager*

# NATIONAL REPORT

## NATIONAL DOMESTIC VIOLENCE HOTLINE

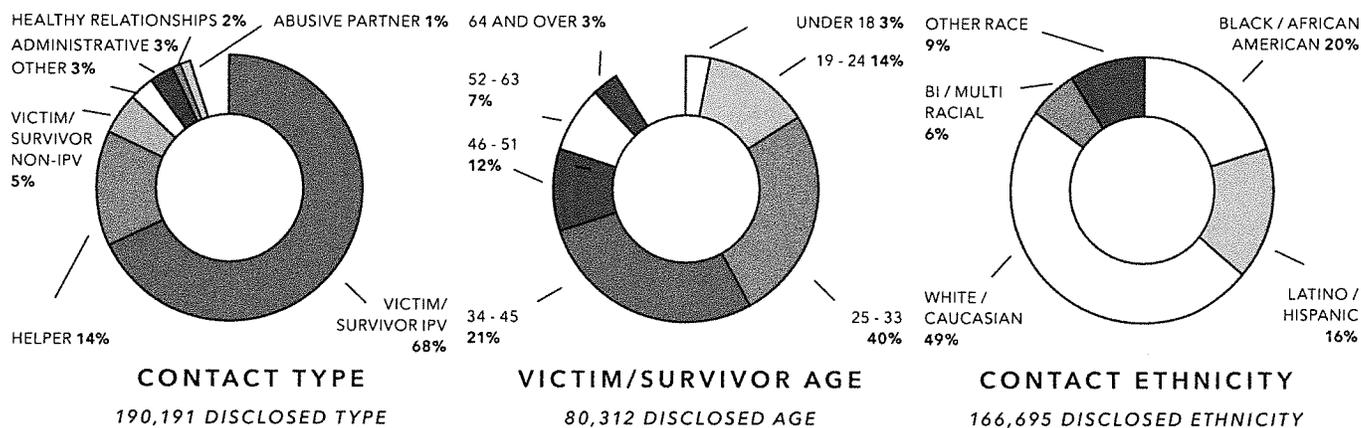
Based on The National Domestic Violence Hotline's contacts documented January–December 2019

In 2019, the National Domestic Violence Hotline documented **517,911** contacts from the United States. The state ranks 29th in terms of contact volume to The Hotline. The Hotline provides crisis intervention, safety planning, referrals and domestic violence (DV) and intimate partner violence (IPV) education for these contacts.

	Phone	<b>188,135</b>
	Chat	<b>113,543</b>
	TTY	<b>N/A</b>
	<b>Total</b>	<b>301,687</b>

### WHO IS CONTACTING THE HOTLINE?

Due to rounding of our data calculations, these numbers may not equal 100%



#### CONTACT TYPE DEFINITIONS:

**Victim/Survivor Intimate Partner Violence (IPV):** A contact who has experienced abuse by an intimate partner and is looking for information, resources, emotional or other support regarding the abusive relationship.

**Victim/Survivor Non-IPV:** A contact who has experienced abuse from anyone other than an intimate partner (i.e. parent, sibling, caretaker), and is looking for information, resources, or support regarding the abuse.

**Healthy Relationship Inquiry:** A contact discussing intimate partner relationships who is not experiencing a pattern of abusive behaviors.

**Abusive Partner:** A contact who engages in a pattern of behavior to establish power and control over an intimate partner.

**Other:** A contact who is not currently experiencing violence and has needs outside the scope of healthy relationships or intimate partner violence services.

NOTE: This contact type excludes wrong numbers. Contacts may report one or more types of abuse.

#### CONTACT VOLUME

State	%	City	%
1. California	16%	1. Los Angeles	3%
2. Texas	10%	2. New York	3%
3. New York	7%	3. Chicago	2%
4. Florida	6%	4. Houston	2%
5. Pennsylvania	4%	5. Atlanta	1%
6. Illinois	4%	6. Dallas	1%
7. Georgia	3%	7. Austin	1%
8. Washington	3%	8. Boston	1%
9. North Carolina	3%	9. Philadelphia	1%
10. Ohio	3%	10. San Francisco	1%

## WHAT VICTIMS ARE EXPERIENCING

# 97%

### ECONOMIC/FINANCIAL ABUSE

When one intimate partner has control over the other partner's access to economic resources, which diminishes the victim's capacity to support themselves.

# 68%

### DIGITAL ABUSE

The use of technologies such as texting and social networking to bully, harass, stalk, or intimidate a partner.

# 29%

### PHYSICAL ABUSE

Non-accidental use of force that results in bodily injury, pain, or impairment. This may include being slapped, burned, cut, bruised, or improperly physically restrained.

# 18%

### EMOTIONAL/VERBAL ABUSE

Behavior that isn't physical, which may include verbal aggression, intimidation, manipulation, and humiliation, which most often unfolds as a pattern of behavior over time.

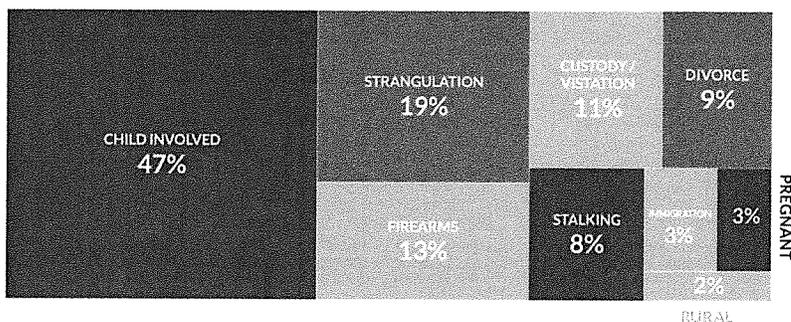
# 12%

### SEXUAL ABUSE

Non-consensual sexual interaction through coercion, guilt, or force. This may include pressure to engage in sexual activity, refusal to use contraception, or demanding of sexual images or video.

155,839 DISCLOSED EXPERIENCES

## MOST COMMONLY DISCLOSED FACTORS BY VICTIM/SURVIVORS



## VICTIM/SURVIVOR NEEDS COMMONLY REQUESTED SERVICES:

DV SHELTER	39,720	26%
LEGAL ADVOCACY	43,321	28%
INDIVIDUAL PROFESSIONAL COUNSELING	30,733	20%
DV SHELTER	16,813	11%
SUPPORT GROUPS	13,217	9%
LEGAL REPRESENTATION	15,675	10%

### REFERRALS TO LOCAL SERVICE PROVIDERS

## 52,476

### OFFERS ACCEPTED

## 29,619

### OFFERS TO DIRECT CONNECT

## 62,401

### REFERRALS TO OTHER RESOURCES

## 29,762

Best practice is to refer each contact to 3 resources.

## MOST-REFERRED RESOURCES

- 211 - UNITED WAY
- 211 CANADA
- 9 TO 5 JOB SURVIVAL HELPLINE
- A BETTER BALANCE
- A CALL TO MEN

Providers are direct providers of domestic violence services, offered in their local community free of charge to victims/survivors.

Resources are social service agencies or informative programs. They are not domestic violence specific, and they can be either statewide or nationwide.



THRIVE in partnership with FailSafe for Life presents

# MENTAL HEALTH MATTERS DURING COVID-19

**Mental Health Matters during COVID-19** is a two-hour workshop for tribal members, professionals, and those working with Native communities, that covers the prevalence of mental health issues, symptoms of the most common mental health issues, a definition of self-care and practical ways to practice it, pandemic conditions and their implications for mental health, how to recognize when someone is in a mental health crisis, and how to help. Participants of this workshop will learn:

- » The relevance of mental health issues
- » The symptoms of depression and anxiety
- » How to incorporate self-care into daily routines
- » How COVID-19 impacts everyone's mental health in different ways
- » The signs of a mental health crisis
- » Steps to take to help someone in a mental health crisis
- » Where to go for extra help

This workshop will be offered at three different times to best meet your needs and availability!

**When:** Wednesday, May 20th 10am-12pm  
Wednesday, May 27th 2-4pm  
Thursday, June 4th 1-3pm

**Join Zoom from PC, Mac, iOS or Android:**  
<https://echo.zoom.us/j/94180494871>

**Join by phone ONLY:** (253) 215-8782, Meeting ID: 941 8049 4871



*Funding for this webinar was made possible (in part) by grant number SM082106 from SAMHSA. The views expressed in written conference materials or publication and by speakers and moderators do not necessarily reflect the views, opinions, or policies of CMHS, SAMHSA, or HHS; nor does mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.*

# MAY IS MENTAL HEALTH MONTH



Supported by the Alcohol and Drug Program

Stay Connected with  
Friends and Family via a  
phone call or text message

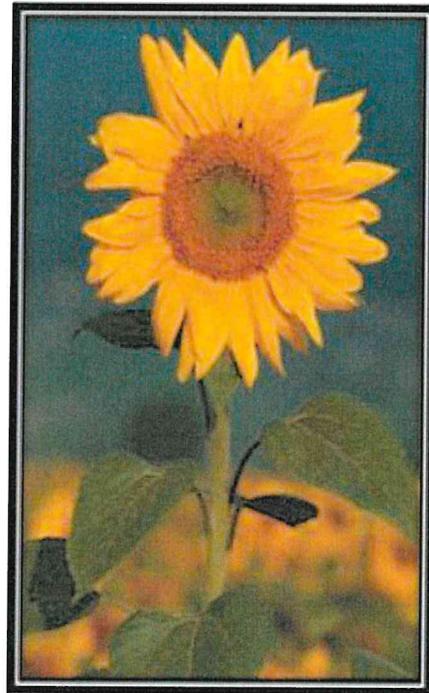
**Sit outside  
and listen to  
the birds**

Tell a family member how  
much you love and  
appreciate them

**Tell someone  
how proud  
you are of  
them**

Send a motivational text to  
a friend who maybe  
struggling

**Send a joke**



# 2020 BPT Community Gardeners

**Neme gardeners who are growing  
your gardens at your home; Culture  
& Heritage Dept. has a rototiller  
available for Check-Out beginning  
Friday, May 8<sup>th</sup>**

**Sign-up to add your name to the  
Check-Out list, is on 1<sup>st</sup> sign-up, 1<sup>st</sup>  
serve basis. Each household can  
check it out for up to 48 hours.**



Contact Elise (541)589-2428

Or Lindsey (541)589-0155

to be placed on list.

*Sponsored by BPT, C&H*

**2020 BPT C&H EQUIPMENT CHECK OUT/IN AGREEMENT**

**1) TERMS OF EQUIPMENT CHECKOUT**

I, the undersigned, am checking out the **rototiller equipment** that belongs to the Burns Paiute Tribe, and is managed by the Culture & Heritage Department. I understand that while the equipment is in my possession, **I am solely responsible for the equipment checked out to me.** I agree that I am financially responsible for any damage to tribal equipment checked out to me and will pay the cost of replacement for any lost or stolen equipment checked out to me. I understand that the Burns Paiute Tribe may obtain repayment for any damage or loss of equipment by whatever legal means available to them. I hereby promise and agree to take care of equipment and use in a manner consistent in which it was intended for. I will return all equipment in good working order, when due, and understand failure to do so may result in ineligibility to check-out equipment in the future.

**2) RELEASE OF LIABILITY**

I, the undersigned agree to hold the Burns Paiute Tribe, and its employees harmless for any and all damage and/or injury to person(s) and property resulting from my use of the rototiller I have checked out from the BPT Culture & Heritage Dept.

**CHECK-OUT:**

Date/Time Checked Out: \_\_\_\_\_ Date/Time Due Back: \_\_\_\_\_

\_\_\_\_\_  
Participant check-out Printed Name

\_\_\_\_\_  
Participant Signature Check-out

\_\_\_\_\_  
Staff check-out Printed Name

\_\_\_\_\_  
Staff Signature

**CHECK-IN:**

Date/Time Returned: \_\_\_\_\_

On-time? \_\_\_\_\_ In Good Order? \_\_\_\_\_

\_\_\_\_\_  
Participant Printed Name Check-in

\_\_\_\_\_  
Participant Signature Check-in

\_\_\_\_\_  
Staff check-in Printed Name

\_\_\_\_\_  
Staff Signature Check-in

**OFFICE USE ONLY:**

***Equipment***

***Specifications:*** \_\_\_\_\_

***Mode:*** \_\_\_\_\_ ***Property #:*** \_\_\_\_\_ ***Other:*** \_\_\_\_\_

***Name of Employee Releasing equipment:*** \_\_\_\_\_

***Equip. Inspection:*** \_\_\_\_\_ ***Equip. Photos:*** \_\_\_\_\_ ***Equip. Instructions: V? \_\_\_\_\_ W? \_\_\_\_\_***

***Name of Employee Receiving Equipment at check-in:*** \_\_\_\_\_

***Equip. Inspection:*** \_\_\_\_\_ ***Equip. Photos:*** \_\_\_\_\_ ***Notes:*** \_\_\_\_\_

## **SOCIAL SERVICE DEPARTMENT**

**The Social Service and Prevention Programs are still available for services, please do not hesitate to call. Thank you!**

**Teresa Cowing – Domestic Violence/Sexual Assault Coordinator – 541-573-8053**

**Joellen Billington. A & D Coordinator – 541-573-8003**

**Kristeny Soucie, DV/SA Coordinator – 541-573-8006**

**Desiree Sam, Child Care and GA – 541-573-8048**

**Jody Richards, Prevention and Social Service Needs  
541-589-4595**

**Lanette Humphrey, Suicide & Tobacco Prevention  
541-573-8002**

**Behavioral Health needs - If you are needing to schedule an appt for counseling (Symmetry Care), please call Jody and she can assist you.**



## **LET'S LEARN & GROW TOGETHER!**

**Making Parenting A Pleasure  
Presented by Bob Yunker**

**As we face new challenges such as working from home with children or sudden unemployment The Frontier Oregon Parent Education Hub would like to offer a free virtual parenting series.**

**This free six week class is for parents, grandparents, foster parents, teachers, or any child's caregiver wanting to learn positive tools for raising responsible caring children.**

**Classes will be held via Zoom every Tuesday from 6-7pm,  
Starting May 5th through June 9th.**

**To register contact Sabrina @ 208-982-2676  
Or  
[hetherws@harneyesd.k12.or.us](mailto:hetherws@harneyesd.k12.or.us)**

**This activity is sponsored by  
The Frontier Oregon Parent Education Hub  
&  
The Oregon Parent Education Collaborative**

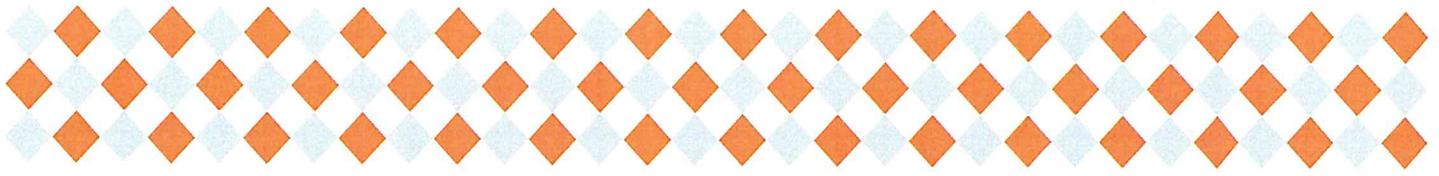
# 2020 Voter Registration List

## Burns Paiute Tribe

1	Adams, Chester Dean	30	Hainline, Lee
2	Adams, Thomas	31	Hawley, Betty Lou
3	Adams, Zachary	32	Hawley, Derek
4	Bahe, Vanessa	33	Hawley, Eric
5	Barney, Ernest	34	Hawley, Paulette
6	Barney, Shayla	35	Hawley, Sara
7	Beers, Andrew	36	Holliday, Bucki
8	Beers, Beverly	37	Holtby, Dillon
9	Caponetto, Elisha	38	Holtby, Rhonda
10	Cook, Sean	39	Hoodie, DeWayne
11	Cress, Tippy Teeman	40	Hoodie, Lyle
12	Deboard, Anna	41	Hoodie, Maureen
13	De La Rosa, Deborah	42	Hoodie, Tyrone
14	De La Rosa, Devree	43	Jim, Michael
15	De La Rosa, Jose Jr.	44	Jim, Rodney
16	Defender, Bradley	45	Johnson, Aurelia
17	Dick, Cecil	46	Johnson, Wanda
18	Dick, Kenton	47	Kennedy, Aaron
19	Dick, Leland	48	Kennedy, Chandell
20	Dick, Lindsey	49	Kennedy, Christopher
21	Dick, Marlon	50	Kennedy, Keith
22	Dick, Sonya	51	Kennedy, Jarvis
23	Garcia, Krystal	52	Kennedy, Laura
24	Garcia, Shakina	53	Kennedy, Roxanne
25	Garcia, Sheena	54	Kennedy, Nathan
26	Garcia, Stephen	55	Kennedy, Taylor
27	GhostDog, Sarah	56	Kennedy, Tracy
28	GhostDog, Thomas	57	Kennedy, Vernon
29	Gonzalez, Vanessa	58	Lewis, Randall

59	Lewis, Vincent	92	Soucie, Charisse
60	Melvin, Cheryl	93	Soucie, Kristeny
61	Norris, Rhiannon	94	Soucie, Timothy
62	Peck, Myra	95	Teeman, Bernadette
63	Proctor, Cynthia	96	Teeman, Bridget
64	Proctor, Rebecca	97	Teeman, Carla
65	Purcella, Anthony	98	Teeman, David
66	Richards, Dawnida	99	Teeman, Diane
67	Richards, Jody	100	Teeman, Ernest
68	Richards, Shelley	101	Teeman, Gilbert
69	Richards, Todd	102	Teeman, Hattie
70	Rodriguez, Jennifer	103	Teeman, Justin
71	Rodriguez, Judy	104	Teeman, LeAnne
72	Rodrique, Charlotte	105	Teeman, Lonnie
73	Sam, Avery	106	Teeman, Martha
74	Sam, Brenda	107	Teeman, Nora
75	Sam, Brett	108	Teeman, Twila
76	Sam, Bruce	109	Teton, Lanada
77	Sam, Clifford	110	Teton, Maria
78	Sam, Desiree	111	Todd, Elisa
79	Sam, Donna	112	Townsend, Fredrick
80	Sam, Garrett	113	Underwood, Caroline
81	Sam, Jane	114	Zacarias, Adelita
82	Sam, Jerry	115	Zacarias, Bernardo
83	Sam, Mariah	116	Zacarias, Christina
84	Sam, Selena	117	Zacarias, Darlene
85	Samor, Lucas	118	Zacarias, Derek
86	Serna, Karen	119	Zacarias, Dorene
87	SkunkCap, JoEllen	120	Zacarias, Florentino
88	Smartt, Alyssa	121	Zacarias, Isac
89	Snapp, Ambrosia	122	Zacarias, Joel
90	Snapp, Rachel	123	Zacarias, Latoya
91	Snapp, Yolonda	124	Zacarias, Manuel

- 125 Zacarias, Marcus
- 126 Zacarias, Margarita
- 127 Zacarias, Nastassia



# Are you interested in a technical / vocational certificate or degree?

Please contact the Burns Paiute Tribe's Education Program for an application or information.

- Note: An application can be downloaded from the Tribe's website. Burns Paiute Higher Education Adult Vocational Training Application Instruction Packet: <https://www.burnspaiute-nsn.gov/index.php/resources/education/125-burns-paiute-higher-education-adult-vocational-training-application-instruction-packet/file>

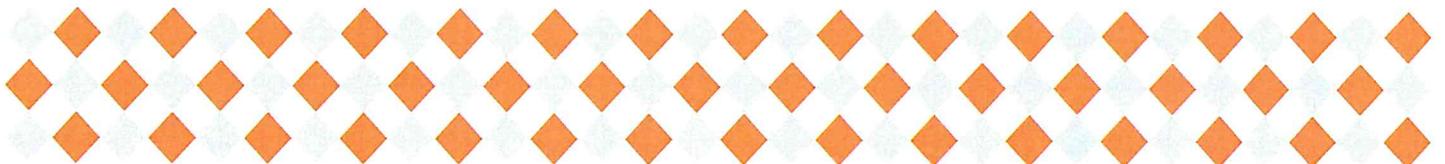
Contact Information:

Vanessa Bahe, Education/Employment Assistance Coordinator

Telephone: 541-573-8007

Email: [vanessa.bahe@burnspaiute-nsn.gov](mailto:vanessa.bahe@burnspaiute-nsn.gov)

Hours: Monday-Wednesday (8:30 AM to 5:00 PM)



# GERMS

are all around you.



Stay healthy.  
Wash your hands.



## **SOCIAL SERVICE DEPARTMENT**

**The Social Service and Prevention Programs are still available for services, please do not hesitate to call. Thank you!**

**Teresa Cowing – Domestic Violence/Sexual Assault Coordinator – 541-573-8053**

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**Behavioral Health needs - If you are needing to schedule an appt for counseling (Symmetry Care), please call Jody and she can assist you.**

# General Manager

<b>Job Title:</b>	General Manager
<b>Department:</b>	Burns Paiute Tribal Council
<b>Reports to:</b>	Burns Paiute Tribal Council
<b>FLSA Status:</b>	Full time/permanent (+ benefits after probationary period)
<b>Opens:</b>	Feb 26, 2020
<b>Closes</b>	Open until filled (1 <sup>st</sup> consideration given to applications received by March 26 <sup>th</sup> , 2020)
<b>Salary:</b>	\$80,000-\$110,000.00 DOE

## **POSITION OBJECTIVES:**

The General Manager (GM) provides the planning, organization, coordination, monitoring, and direction necessary to ensure effective administrative operations and programs of the Burns Paiute Tribe (BPT) based on existing Tribal goals, strategies, and objectives, within compliance with all applicable Tribal and Federal policies, regulations, and procedures. Furthermore, the GM ensures the organization's structure (table of organization) properly aligns with these goals, strategies, and objectives, including all related Human Services and program delivery requirements. Finally, the GM ensures that the staff is competent and receives any-and-all necessary training required to effectively do the work required by their jobs. It is the GM's responsibility to maintain the highest service level possible within the staffing and financial limits of the BPT.

## **MAJOR DUTIES AND RESPONSIBILITIES:**

1. Ability to promote the Burns Paiute Tribe's mission, vision, values, goals, and objectives in order to establish unity amongst staff. Must be able to provide constructive assistance in the resolution of interpersonal and interdepartmental misunderstandings, conflicts, etc.
2. Ensure development and any appropriate and necessary updating of a five-year strategic plan for the BPT and gain Council approval of the plan.
3. Coordinate the development, understanding, support, updating, and evaluation of annual tribal goals, strategies, and objectives based on the Council-approved BPT Strategic Plan.
4. Periodically evaluate and make necessary changes in the organization structure and operations to ascertain proper alignment with Tribal goals, strategies, and objectives. Ensuring that all staff is trained, competent, and effectively working to pursue and meet these goals, strategies, and objectives.
5. Knowledge and understanding of the meaning and significance of Indian Treaties, federal Trust responsibilities, Tribal-state relations, Tribal Self-Determination and sovereignty with the ability to work harmoniously with the Burns Paiute Tribal community and workforce.
6. Continuously evaluate tribal policies, regulations, and procedures. Propose and make any needed changes after gaining Council approval as appropriate.
7. Ensure preparation and gain approval for an annual tribal budgetary process and budget sufficient to pursue and meet tribal goals, strategies, and objectives, including making any needed changes in and/or complying with associated policies, regulations, and procedures.
8. Provide oversight and general supervision to all departments by working collaboratively with 2<sup>nd</sup> level managers to prepare and implement operational and program budgets plans.
9. Monitor compliance with all applicable tribal and federal policies, regulations, and procedures. Take corrective action as may be necessary and appropriate.
10. Assist staff in identifying funding resources for tribal programs and services, including capital projects and enterprises that align with the strategic direction of the BPT.
11. Oversee and provide guidance for the preparation, submission, negotiation, implementation, and monitoring of grants, contracts, and cooperative agreements between the BPT and other entities. Ensure that all grants, contracts, and cooperative agreements are managed in compliance with applicable tribal and federal policies, regulations, and procedures.
12. Oversee the planning, development, and completion of all capital projects, including land acquisition.
13. Oversee and provide guidance in managing employee performance and other personnel matters in accordance with the Employee Policy Manual, Tribal Governance Law, the Constitution of the BPT, and applicable federal laws, regulations, and guidelines.

14. Organize and hold regular, semi-annual work sessions (or more frequently if needed) to inform and keep Council members reasonably and formally up to date on tribal strategic issues, goals, achievement, the status of projects, and other information needed to help ensure the quality of their deliberations and effectiveness of their decisions.
15. Ensure provision of needed support services to the General Council and Tribal Council, including any Council-appointed committees.
16. In coordination with the Tribal Council, help ensure and support the development of appropriate and needed relationships with other tribes, government agencies, and organizational entities.
17. In coordination with the Tribal Council, serve as an official spokesperson (Point-of-contact) to the media regarding tribal plans, events, issues, etc. Ensure that any staff authorized to have media contact are adequately informed about the topic to be addressed and can communicate effectively.
18. Perform other duties as may be prescribed by the Tribal Council.

### **SUPERVISORY CONTROLS:**

The Tribal Council outlines overall objectives in accordance with the policy and identifies limitations such as those imposed by budgeting, special areas of sensitivity, etc. The general manager selects techniques, methods, and procedures for accomplishing assignments, keeping the supervisor/Tribal Council informed of developments. Issues of concern may involve controversial and/or sensitive social, political, environmental, or social problems.

The General Manager's analyses, recommendations, and suggestions must be technically correct and consistent with overall policies and the attainment of tribal program management targets and objectives.

### **QUALIFICATIONS:**

- Master's Degree in public administration, business administration, or a closely related field from an accredited university preferred.
- Bachelor's degree in public administration, business administration, or related field, REQUIRED plus ten (10) or more years of successful administrative/management work experience (tribal preferred), including strategic planning, policy analysis, organization change, budget development and financial management, performance management system development, public relations and board-of-control relations.
- Five or more years of successful experience managing an organization of 50 or more employees.
- Demonstrated knowledge of organizational development and change principles and techniques.
- Ability to guide the Tribal Council in identifying governance issues and opportunities and propose alternative solutions/options for policy and other decisions.
- Demonstrated skill in grant writing/management and contract development/management.
- Successful experience in capital project planning, funding, and development.
- Possess a clear understanding of the importance of tribal natural/cultural resource preservation and methods to achieve it.
- Strong oral and written communication skills, with the ability to effectively communicate with staff, tribal members, federal, state, and local governmental officials, the media, and general public.
- Demonstrated understanding of the principles of federal Indian law, including tribal sovereignty, federal trust responsibility, tribal-state relations, tribal self-determination, and tribal history.

### **OTHER REQUIREMENTS:**

- Must submit to and pass a drug test.
- Must submit to a criminal background check
- Must possess a valid driver's license
- Must provide three (3) years of driving record.

### **DISCLAIMER:**

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job. Other duties may be assigned.

### **INDIAN PREFERENCE:**

Indian preference will be given to candidate showing proof of enrollment in a federally recognized tribe. In the absence of qualified Indian applicants, all applicants not entitled to or who fail to claim Indian Preference will receive consideration without regard to race, color, creed, sex, age, religion, or national origin.

### **HOW TO APPLY:**

Return completed Burns Paiute Indian Tribe Application and cover letter to:

Burns Paiute Tribe  
[BPTTribalCouncil@burnspaiute.onmicrosoft.com](mailto:BPTTribalCouncil@burnspaiute.onmicrosoft.com)

Tribal Council  
100 Pasigo Street  
Burns, OR 97720

Application for employment available at 100 Pasigo Street, Burns, OR 97720 Monday - Friday 8-5 pm, or request one via email: [tammi.holliday@burnspaiute-nsn.gov](mailto:tammi.holliday@burnspaiute-nsn.gov)

You may also download an application here: [BPT Application](#)

# HUD/NAHASDA Housing Director

**Work Schedule:** 20 hours per week to be determined later

**Compensation:** (DOE) Non-Exempt Employee

**Directly Reports to:** General Manager

**Position Opens:** March 16, 2020

**Position Closing Date:** Open until filled

## Job Summary:

The successful candidate for this position is responsible for planning, development, administering and coordinating all phases of the Tribal Housing operations, which include (but are not limited to): accounting/reporting, operations and maintenance, securing funding, enforcing any and all regulations related to the Housing Department. Additionally, the director develops strategies to meet the services needs of the area, accounting, security, and tenant developments pursuant to HUD/NASDA and the Burns Paiute Tribe Housing Policies and Procedures.

## Duties and Responsibilities:

- Responsible for management of Mutual Help, lease purchase and low rent housing in the organizations housing inventory
- Knowledge of rules and regulations governing Native American Housing programs and services
- Performs duties in accordance with NAHASDA regulations and program guidance and housing policies and procedures
- Updating and development of policies and procedures that could affect the efficient and effective operation of the housing management department
- Planning, development, and implementation of housing management services outlined in the IHP/APR
- Develop and provide training to homebuyers in Federal regulations, MHO Agreements, housing policies, upkeep and maintenance, personal budgeting, and related activities to ensure housing unit is properly maintained.
- Establish and maintain files and records of all field counseling sessions, mandatory counseling sessions, court cases and related legal proceedings
- Updates waiting list to ensure qualified Burns Paiute Tribal members receive preference in selection process
- Assist in the determination of applicant eligibility
- Maintains waiting list of eligible applicants
- Selects eligible applicants when housing unit become available
- Notifies applicants of selection and approval
- Develops and administers annual budgets with approval from the General Manager
- Works with outside agencies, contractors, federal, state and tribal officials, represents tribal housing at national and regional conferences and meetings
- Sets work priorities, participates in hiring of new staff, selects and orders new equipment, and supplies to complete jobs
- Must have a good rapport with local Indian community
- Oversees housing site development and construction of HUD homes
- Computes payments for annual re-certification
- Conducts annual recertification counseling
- Processes delinquent accounts
- Schedules mandatory counseling for non-compliance of agreements
- Negotiates payback agreements
- Enforces housing collection policies
- Implements administrative remedies prior to any legal action
- Files legal notices - termination, vacate, force entry, and eviction
- Represents the tribal program in any legal or court proceedings

- Ensures that any vacated unit is properly inspected and renovated
- Coordinated inspections, repairs, maintenance with Force account and Maintenance Department
- Provides tenant orientation on their responsibilities and obligations prior to entering into lease agreement
- Performs other duties as assigned

### **Experience and skills required:**

- Must have a valid driver's license, and ability to be covered by tribal insurance
- Must be able to administer HUD and NAHASDA guidelines
- Excellent verbal and written communication skills
- Contractor's license desired, but not required
- Must have knowledge of all phases of construction process
- Position requires time management skills and the ability to work well with varied levels of people/customers

### **Education and Requirements:**

- Must have a high school diploma or GED
- Bachelor's Degree preferred/related experience and/or training commensurate
- Must pass a pre-employment drug and alcohol test
- Applicant will be required to authorize a background check per Burns Paiute Employee Manual. Failure to complete the form will disqualify the applicant for consideration for the position
- Indian preference will be given to applicants showing proof of enrollment in a federally recognized tribe. In the absence of a qualified Indian applicant, all qualified applicants not entitled to or who fail to claim Indian Preference will receive consideration without race, color, creed, sex, politics, age, religion or national origin.

### **Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:**

Human Resources Director  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, OR 97720

Fax: 541-573-2323

Email: [Tammi.Holliday@burnspaiute-nsn.gov](mailto:Tammi.Holliday@burnspaiute-nsn.gov)

# Family and Child Services Director

**Work Schedule:** Monday - Friday 8:00a.m. - 5:00 p.m.

**Compensation:** (DOE)/Exempt Employee

**Excellent Benefit Package:** Dental, Medical, Vision and Retirement

**Directly Reports to:** General Manager

**Position Opens:** March 16, 2020

**Position Closing Date:** Open until filled

## Position Summary:

The Family and Child Services Director acts in a key supportive leadership role within the Burns Paiute Tribe whose primary responsibility is the oversight of the Tribe's Social Services. The Director provides guidance to the General Manager in planning Family and Social Services strategies, goals, initiatives and structure in alignment with the Tribe's values and vision. The Director is responsible for budgetary and performance measures, achievement of goals and strategies, grant writing and reporting, and results of monitoring functions. The Director acts on behalf of the Tribe as the facilitator of the Child Protection Team and Adult Protective Services and oversees establishing protocols for the Teams and for staffing cases brought forward. This position works towards and encourages collaboration with the Tribe's programs and outside agencies to carry out optimal Tribal member care and support services while protecting and maintaining the confidentiality of all clients.

## Duties and Responsibilities:

- Responsible for the operations of designated Social Services & departments, to include, operational planning, award & funding compliance, budgets, and records management
- Recruit, hire, oversee, evaluate, and train key positions within the Social Services Department and manage supervisory personnel
- Update and or develop procedures for Social Services programs which include but are not limited to: General Assistance; Child Care Program; Juvenile Crime Prevention Program; Domestic Violence Awareness Program; BIA Social Services Program; BIA Indian Child Welfare Program.
- Assists with program referrals to other Tribal services or community programs
- Regularly reviews all cases to ensure quality and adherence to local, state and federal guidelines or regulations
- Responsible for efficient and effective utilization of Social Services programs' resources
- Provides guidance, mentoring and support to Social Services management staff
- Responsible for services and quality assurance in the Family and Social Services programs, and resolution of concerns
- Ensures workplace safety guidelines are followed
- Ability to develop and maintain relationships with Tribal Community Members. This includes elders and all those that reside on the reservation, and the surrounding areas. Relationship building is key in this position, especially in child welfare cases or domestic violence crisis.
- Develop and maintain relationships with Tribal community partners and all Tribal departments and programs including and not limited to: Tribal Police, Tribal

- Courts, Tribal Housing, Natural Resources, Tribal Administration, Tribal Education, Tribal Culture & Heritage Programs and Enrollment
- Develop and Maintain relationships with local community partners including: Department of Human Services, Local Schools & Staff, behavioral health organizations and agencies, District Attorney's Office, Victim Services, Harney County Corrections, and Harney County Juvenile Department
  - Collaborate with community agencies as necessary and to represent the Tribe to guarantee the Tribe's needs are not neglected in the Social Services arena. Currently the committees represented by the BPT Social Services department are: Multi Disciplinary Team, Community Action Team, Community Action Team, Harney County Commission of Children & Families, Harney County Behavioral Health Advisory Board and Harney Partners for Kids and Families
  - Maintain a on-call status for times of crisis, to respond or send a designee
  - Responsible to monitor ICWA cases that are in start or other Tribal courts with children eligible to be enrolled in the Burns Paiute Tribe, intervening in cases and working with NAPOLS., Tribal Court, and ICWA committees regarding the case
  - Maintain monthly ICWA advisory meetings, maintaining documentation, offering training to ICWA committee members, participate in State ICWA cluster meetings, complete necessary reports to BIA regarding ICWA notices and responds to all ICWA notices within the time frame
  - Provide training to the Tribal community regarding child welfare including mandatory reporting training, good touch/bad touch training, sex education classes, etc
  - Work with staff to develop a yearly plan for activities, trainings, and speakers. Plan, coordinate, and follow through with logistics, resources, and activities that are geared to living on the reservation and Tribal members' needs
  - Coordinate Parenting classes for community members
  - Complete 6 months and yearly reports to BIA and Tribal General Council. Complete reports to Tribal Council as required
  - Develop policies and procedures as they relate to changing programs; work with Tribal Court personnel to develop Tribal Codes involving child welfare and delinquency
  - The facilitator of the Child Protection Team and Adult Protection Team are responsible to ensure investigations are completed and appropriate actions are taken after a report of harm is filed. Writes grants for Social Services and assists managers to write grants and budgets and budget narrative for them
  - It is the intent of this job description to highlight the essential functions of the position; however, it is not an all-inclusive list. The incumbent may be called upon and required to follow or perform other duties and tasks as requested by his/her supervisor, consistent with the purpose of the position, department and/or the Burns Paiute Tribe's objectives.
  - Other duties assigned

**Required Qualifications:**

- Travel Local In-State Out-of-State, travel required for grant management, training and meetings.
- Minimum of a Bachelor's degree required in Social Work, Public Health, Humans Services or related field
- Ten years of experience in managing Social service programs, and personnel management.
- Experience in the development of human service strategies
- Experience managing private, state and federal grants; and grant compliance
- Experience in budget management
- Experience in policy and procedure development & implementation
- Knowledge and experience working with cultural diversities
- Knowledge of the Burns Paiute Tribe's culture and traditions
- License/Certification (or willingness to become certified)
- Valid Oregon Driver license and must remain insurable under the Tribe's policy. Extensive background check is required.

### **Desired Qualifications:**

Knowledge base must include:

- The laws and policies related to Senior and Disabilities Services programs; Oregon Department of Human Services; Bureau of Indian Affairs; Indian Health Services
- The terminology commonly used in human services fields or settings;
- The elements of the care coordination process;
- The resources available to meet the needs of recipients;
- Critical Incident Reporting and Reports of Harm;
- The ability to organize, evaluate, and present information orally and in writing; and
- The ability to work with professional and support staff

### **Indian Preference**

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualifications as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preference, age, religion, or national origin.

**Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:**

Human Resources Director  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, OR 97720

Fax: 541-573-2323

Email: [Tammi.Holliday@burnspaiute-nsn.gov](mailto:Tammi.Holliday@burnspaiute-nsn.gov)

# Finance Administrative Assistant

**Part Time Position:** Finance Administrative Assistant  
**Hourly Rate:** \$15.00 to \$20.00 DOE  
**Opens:** March 19, 2020  
**Closes:** Until filled

## **Duties and Responsibilities, including but not limited to**

- Data Entry
- In the absence of the Administrative Assistant will cover front desk, phones, process incoming and outgoing mail, etc.
- Copies, collates, and binds reports, etc.
- Make weekly bank deposits
- Review and approve work of coworkers
- Audit Readiness\*Prepare for and assist with annual audit of Accounts Payable, Grants, Contracts, and Fixed Assets
- Other duties as assigned

## **Qualifications:**

- Any combination of education and/or experience providing the required skill and knowledge for success performance will qualify. High school diploma or GED
- General knowledge of computer hardware and software
- Experience with Word Perfect, Word Processing software, and Excel
- Team player personality with strong interpersonal and communication skills
- Commitment to confidentiality

## **Successful Candidate must:**

- Submit to, and pass a drug test
- Agree to a criminal background check
- Sign confidentiality clause

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:

Human Resources Director  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, OR 97720

Fax: 541-573-2323

Email: [Tammi.Holliday@burnspaiute-nsn.gov](mailto:Tammi.Holliday@burnspaiute-nsn.gov)

# Language and Traditional Culture Program Manager

**Job Title:** Language and Traditional Culture Program Manager  
**Department:** Culture & Heritage  
**Reports to:** Culture & Heritage Director  
**FLSA Status:** Full time/permanent (+ benefits after probationary period)  
**Opens:** March 10, 2020  
**Closes** Open until filled (applications received by 5pm March 24th, 2020 will receive first consideration)  
**Salary:** Salary commensurate to GS-9/11 (Exempt), DOE

This Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

## SUMMARY OF MAJOR FUNCTION

**Develop the Wadatika Neme Yaduan Language and Traditional Culture Program's growth, capacity, and expertise to meet the increasing needs of the Tribal community for education in Northern Paiute language and culture.**

1. Manage the daily efforts of the program including supervising and mentoring staff, program planning and administration of the Language and Traditional Culture Education Program; maintain and improve Burns Paiute Nation's language and traditional culture proficiency among Burns Paiute tribal community and staff.
2. Supervise and set expectations for performance of staff; prepare written performance evaluations; initiate corrective and disciplinary action if necessary.
3. Encourages each staff member to reach their full potential in the Language and Traditional Culture Education Program.
4. Manage the daily fiscal management and responsibilities of the program, including preparation of the program's annual budget.
5. Implement a productive management system of effective staff utilization and sound budget practices.
6. Maintain and implement departmental Standard Operating Procedures (SOP's) in keeping with the Language and Traditional Culture Education Program's strategic plan.
7. Supervise implementation of appropriate tribal policies and procedures with the program environment.
8. Establish an on-going system of progress evaluation for the program and components of program.
9. Plan and implement program objectives and operational goals.
10. Develop and Manage with participating tribal community, a Burns Paiute Tribal Language Certification process.
11. Lead the Supervise development of internal and publicly accessible sets of language and traditional culture lessons.
12. Perform other related duties as deemed necessary.
13. Maintain strict confidentiality of sensitive and/or intellectual property information that may present itself during program activities.
14. Demonstrate proficiency in Northern Paiute or be willing to actively work towards language proficiency.
15. Maintain complete records of progress and outcomes of assigned program objectives.
16. Assist with language recording efforts as needed.
17. Manage program related activities such as field trips, project meetings, and scheduling activities in concert with the objectives of grants, strategic plan, and participating community input.
18. Participate and be engaged in the short, midrange, and long-term language team efforts as outlined the program's strategic plan, with the Burns Paiute tribal community and staff.
19. Work as a member of the Language Team to manage language and culture outreach while integrating components of traditional and contemporary education and language into events co-sponsored by multiple programs and departments.

20. Maintain an impeccable attendance record, and be available for flexible work scheduling (day, evenings, weekends, some holidays).
21. Writing grant applications toward supplemental program funding.
22. Other duties as assigned.
23. Provide regular (weekly) detailed written and verbal progress updates to the Culture & Heritage Director.

## **Disclaimer**

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job. Other duties may be assigned.

## **MINIMUM QUALIFICATIONS**

1. Bachelor's degree in Native American Studies, Education, Anthropology, Linguistics or related field required. A Master's Degree in the same preferred.
2. At least three years' experience in curriculum development with an emphasis on 2<sup>nd</sup> language acquisition and teaching in a multicultural environment required. Experience with State of Oregon k-12 curriculum requirements a plus.
3. Two years supervisory experience, including project management.
4. Two years administrative experience, including records management, budget management, administration of federal grants and contracts and project and language planning.
5. Experience in teaching in Tribal and/or Oregon Public Schools settings, along with participation in lesson and curriculum development and planning preferred.
6. Excellent communication skills and ability to work with others.
7. Valid Oregon State Driver's License, dependable vehicle and required insurance.
8. No misuse of or abuse of alcohol or other illicit mind-altering drugs 3-years prior to date of employment.
9. Ability to work effectively with tribal community Elders and youth (demonstrated experience preferred).
10. Successful grant writing experience preferred.
11. Possess a working understanding of Indigenous Great Basin cultures, and the ability to assist in the incorporation of those cultural norms into research methods and practice.
12. High energy individual with the ability to provide assistance and support to Elder Language Experts as they serve as expert language consultants with the Language and Traditional Culture Program.
13. Experience with or ability to quickly learn effective use of digital recorders, digital cameras, etc.).
14. Ability to communicate effectively, both orally and in writing;(understanding and/or conversational fluency in Northern Paiute, particularly in the Wadatika dialect, preferred). Willingness to actively work toward Wadatika Yaduan conversational proficiency.
15. Maintain First Aid/CPR certification

## **Indian Preference**

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualifications as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, age, religion, or national origin.

## **HOW TO APPLY:**

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:  
Human Resources Director  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, OR 97720

Fax: 541-573-2323

Email: [Tammi.Holliday@burnspaiute-nsn.gov](mailto:Tammi.Holliday@burnspaiute-nsn.gov)

**BURNS PAIUTE TRIBE NATURAL RESOURCES DEPT.  
FISHERIES TECHNICIAN**

**Title:** Fisheries Technician

**Agency/Department:** Burns Paiute Tribe Natural Resource Department

**Reports to:** Fisheries Biologist

**Classification/Date of Employment:** Full Time/Temporary

**Dates of Employment:** June 8th – October 5<sup>th</sup>, 2020 (18 weeks)

**Salary:** \$14.61 / hour (BPT Grade 05)

**Announcement Closing Date:** May 25<sup>th</sup>, 2020

**Reports To:**  
Fisheries Biologist

**Location(s):**  
Primary locations Upper Malheur River and North Fork Malheur River. Week-long overnight camping stays will occasionally be required.

**Qualifications:**

- 1) Valid Drivers License
- 2) Prudent Motor Vehicle Record
- 3) High School Diploma or G.E.D

**Job Duties/Summary:**  
The role of the fisheries technician is to support/assist the fisheries biologist and partner agencies with a wide variety of field tasks related to non-native brook trout control and bull trout/native fish recovery. Tasks may include electrofishing, eDNA sampling, bull trout spawning (redd) surveys, salmon surveys, gillnetting, minnow trapping, weir operation, macroinvertebrate surveys, creel surveys, stream habitat restoration, ground truthing, and data entry/checking. The fisheries technician may be involved with outreach and activities with tribal youth such as fishing/camping trips. Daily tasks are various and numerous and change daily and seasonally as necessary to accomplish projects. Work is outside in the elements and workers are expected to be prepared for rain, snow, sleet, heat, and various weather conditions as they occur. These duties require work to be performed with limited supervision. Occasional overnight camping trips will be required.

**Requirements:**

- Ability to drive 4-wheel drive trucks

Updated March 5, 2018

- Able to lift and carry 40+ lbs., able to hike several miles on various types of terrain, and be reasonably physically fit/flexible
- Able to work outside in varying weather conditions
- Comfortable euthanizing non-native brook trout
- Comfortable camping in the wilderness
- Detail-oriented
- Per the Tribal Policy Manual, the successful applicant will need to pass a background check and drug screening

**Indian Preference:**

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualification as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preferences, age, religion, or national origin.

**With questions regarding position please contact:**

Brandon Haslick  
Fisheries Program Manager  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, Oregon 97720  
Phone: 541-573-8084  
Email: [brandon.haslick@burnspaiute-nsn.gov](mailto:brandon.haslick@burnspaiute-nsn.gov)

**To apply, please submit cover letter, resume, and application**

(<https://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents>) by

**May 25<sup>th</sup> to:**

Human Resources Dept.  
Tammi Holliday  
100 Pasigo St  
Burns, OR 97720  
Phone: 541-573-8017  
Fax: 541-573-2323  
Email: [tammi.holliday@burnspaiute-nsn.gov](mailto:tammi.holliday@burnspaiute-nsn.gov)

**BURNS PAIUTE TRIBE NATURAL RESOURCES DEPT.  
WILDLIFE HABITAT TECHNICIAN**

**Title:** Wildlife Habitat Technician

**Agency/Department:** Burns Paiute Tribe Natural Resource Department

**Reports to:** Lead Technician/Site Manager

**Classification/Date of Employment:** Full Time/Temporary

**Dates of Employment:** June 8th – November 15<sup>th</sup>, 2020

**Salary:** \$14.61 / hour (BPT Grade 05)

**Announcement Closing Date:** May 25<sup>th</sup>, 2020

**Reports To:**  
Lead Technician/Site Manager

**Location(s):**  
Primary location Logan Valley and/or Jonesboro, OR. Extended work week-long overnight stays at wildlife mitigation properties will be required.

**Qualifications:**

- 1) Valid Drivers License
- 2) Prudent Motor Vehicle Record
- 3) High School Diploma or G.E.D
- 4) Experience identifying and/or treating weeds
- 5) Must be able to read a chemical label and safety data sheet and follow instructions to properly mix and apply products
- 6) Oregon Department of Agriculture Herbicide Applicators license is a plus

**Job Summary**

The Burns Paiute Tribe manages two properties that encompass over 8,000 acres of wildlife mitigation property. These properties are managed through the Natural Resource Department for the benefit of wildlife. The Wildlife Habitat Technician is required to stay at various locations during the work week as assigned. The Wildlife Habitat Technician is responsible for carrying out the daily tasks required to enact management and restoration objectives of these lands. Daily tasks are various and numerous and change daily and seasonally as necessary to accomplish projects. Work is outside in the elements and workers are expected to be prepared for rain, snow, sleet, heat, and various weather conditions as they occur. These duties require work to be performed with limited supervision.

Updated March 5, 2018

## **Job Duties**

The primary job duties include: building/repairing/removing fence, treating weeds with herbicide or by hand-pulling, equipment maintenance, accurate and detailed recording of field data.

Secondary job duties may include but are not limited to: chainsaw operation, maintaining irrigation systems, mowing, planting vegetation, driving long distances to obtain parts and supplies, on-going training for safety and job requirements, assisting other agencies or departments as directed, reports and write ups, handling livestock, and various other duties as assigned.

### **Requirements:**

- Ability to use farm equipment such as tractors and mowers, all-terrain vehicles, and 4-wheel drive trucks.
- Be able to lift and carry 40+lbs, bend over, lean over, and hike on various types of terrain.
- Ability to drive a manual transmission vehicle.
- Per the Tribal Policy Manual, the successful applicant will need to pass a background check and drug screening

### **Indian Preference:**

Indian preference will be given to candidates showing proof of enrollment in a federally recognized tribe. In the absence of Indian applicants meeting the qualification as listed above, all applicants not entitled to or who fail to claim Indian Preference, will receive consideration without regard to race, color, sex, political preferences, age, religion, or national origin.

### **With questions regarding position please contact:**

Carter Crouch  
Wildlife Program Manager  
Burns Paiute Tribe  
100 Pasigo Street  
Burns, Oregon 97720  
Phone: 541-573-8086  
Email: [carter.crouch@burnspaiute-nsn.gov](mailto:carter.crouch@burnspaiute-nsn.gov)

### **To apply, please submit cover letter, resume, and application**

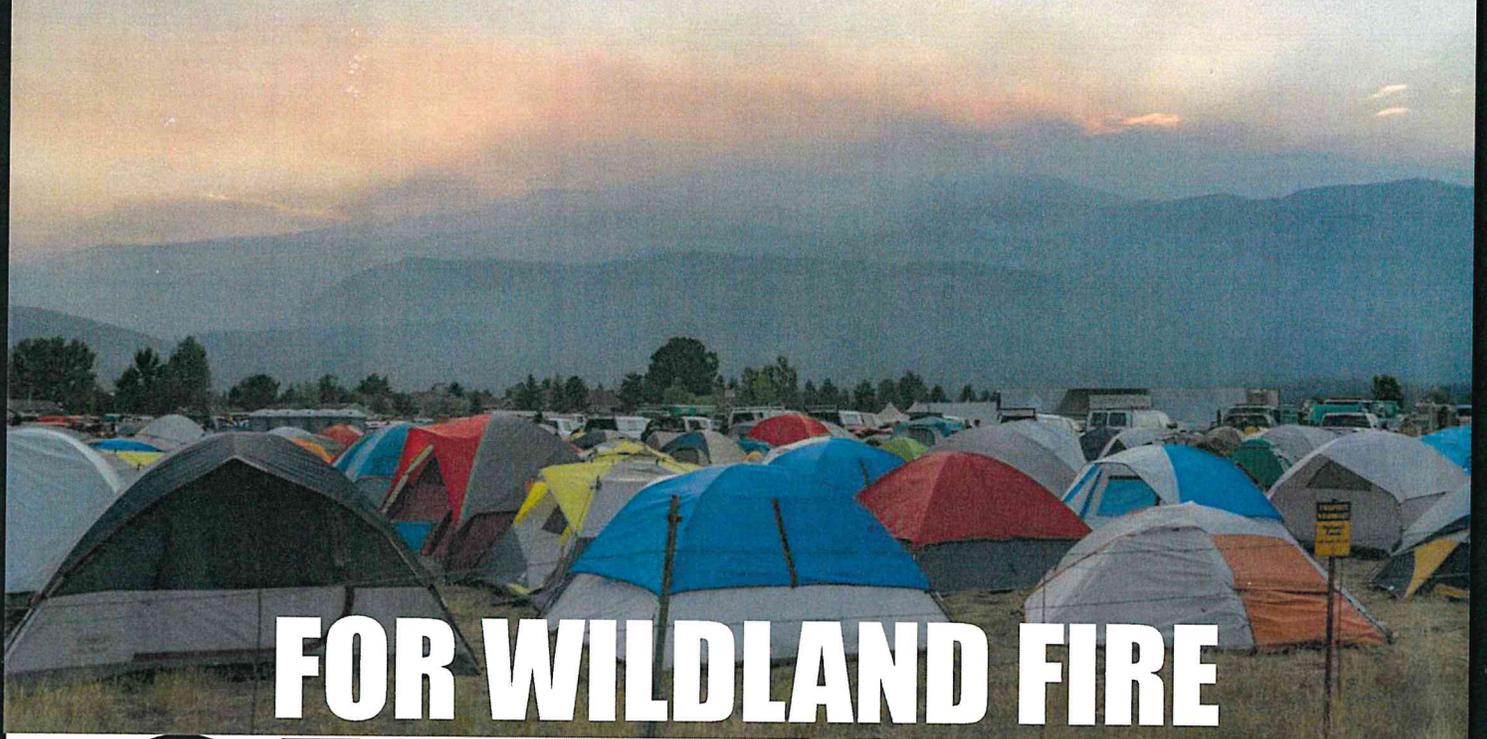
(<https://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents>) by

**May 25<sup>th</sup> to:**

Human Resources Dept.  
Tammi Holiday  
100 Pasigo St  
Burns, OR 97720  
Phone: 541-573-8017  
Fax: 541-573-2323  
Email: [tammi.holliday@burnspaiute-nsn.gov](mailto:tammi.holliday@burnspaiute-nsn.gov)

Updated March 5, 2018

# WE WANT YOU



## FOR WILDLAND FIRE CAMP CREW

- \*Work on a call-when-needed basis
- \*Wages from \$15.48-\$20.84/hr
- \*Set up/take down fire camp; load and unload supplies; clean-up
- \*Must be 16 years old by June 10 to apply, in good physical health, able to pass drug and background checks
- \*Crew Member and Crew Boss positions available

**APPLY**  
March 13-May 1

*Applications available at Burns and Crane High Schools,  
the local Employment Office and BLM.*

*Email: [orbic@firenet.gov](mailto:orbic@firenet.gov)*

**MORE INFO** → **(541) 573-4545**

