

~JANUARY 7, 2019 ~



NEZ PERCE TRIBE

JOB OPENINGS


Open only to qualified IN HOUSE applicants:

In compliance with the Human Resource Manual 2.2.4: All vacancies will be advertised "IN HOUSE" for all employees and Tribal members for a minimum of two weeks.

Should a qualified RIF'ED employee apply, they will be given preference per the Nez Perce Tribe HRM 4.10.

Re-Advertise: The Nez Perce Tribe Social Services Senior Citizens Program is recruiting for: **COOK HR-17-178 (LAPWAI)** part-time. To plan and prepare meals with federal, state, local, and Tribal standards. Requires a High School diploma/GED or specialized vocational training. Must have or obtain Food Handler Permit within ninety (90) days of hire. Class description/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires three (3) months food preparation experience for large groups of people. **Open until filled.** (Grade 5)

The Nez Perce Tribe Department of Social Services Senior Citizens Program is recruiting for: **COOK HR-18-112 (KAMIAH)** full-time. To plan and prepare meals with federal, state, local, and Tribal standards. Requires a High School diploma/GED or specialized vocational training. Must have or obtain Food Handler Permit within ninety (90) days of hire. Class description/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires three (3) months food preparation experience for large groups of people. **Open until filled.** (Grade 5)



Re-Advertise: The Nez Perce Tribe Senior Citizen Program is recruiting for: **BUS/VAN DRIVER HR-18-104 (KAMIAH)** part-time. To transport senior citizens to and from activities, to and from grocery store, to post-office and appointments. Responsible for the delivery of meals on a daily basis. Works according to Vehicle Use and Maintenance Manual and other policies that apply. Position is under the supervision of the Senior Citizen Coordinator. Requires High School Diploma/GED, or specialized vocational training. Requires six (6) months bus/van operation. Must successfully pass an extensive background check upon hire. Requires a valid driver's license with the ability to be insured under the Tribes policy. Requires a Commercial Driver's License within six (6) months of employment. Class description available at the NPT Human Resources Department. Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 7)**

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **ONE (1) BUS OPERATOR (KAMIAH) HR-18-119** on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. "Class description available at the NPT Human Resources Department." Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 12)**

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **TWO (2) BUS OPERATOR(S) (LAPWAI) HR-18-120** on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. "Class description available at the NPT Human Resources Department." Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 12)**



The

Nez Perce Tribe (Tribe) Environmental Restoration and Waste Management (ERWM) program is recruiting for: **HANFORD PROJECT LEGAL POLICY ANALYST HR-18-107** full-time. Located at Lapwai, ID. The ERWM programs' role is to protect the Tribe's treaty-reserved right at the Hanford Site in the state of Washington, regulate air quality on the Tribe's Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be a team player; will have sound judgement, accompanied by excellent research, writing, and communications skills; the ability to analyze complex factual, legal, and policy issues; the ability to delve deeply into environmental strategies and projects related to the Tribe's interests at the Hanford Site; and the ability to respond to a wide array of environmental issues that require prompt and accurate analysis. The Tribe offers an attractive compensation package, including: medical and life insurance, a matching 401 (k) contribution, and a generous leave policy. The successful candidate will be working with the Resource Conservation and Recovery Act (RCRA), National Environmental Policy Act (NEPA), and Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). However, the Program will provide training and professional development opportunities for the successful candidate in these areas. Experience working on behalf of Indian tribes or other governments is preferred. Requires a Juris Doctorate degree from an accredited law school. Applicants must also pass a criminal background check with no criminal convictions, hold membership in good standing with a state bar, have a minimum of one (1) year of legal practice experience, and have a positive work history. Please send a cover letter, resume, 5-10 page writing sample, and three (3) letters of references along with your Nez Perce Tribe application. Class description available from the Tribe's Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **Open until filled. (Grade 28)**

The Nez Perce Tribe Department of Early Childhood Development (ECDP) is recruiting for: **PROGRAM ASSISTANT(S) HR-18-181 (LAPWAI)** full-time position August through May, additionally thirty two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. "Class description/job description available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled. (Grade 6)**

The Nez Perce Tribe Department of Early Childhood Development (ECDP) is recruiting for: **PROGRAM ASSISTANT(S) HR-18-182 (KAMIAH)** full-time position August through May, additionally thirty

two

(32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to

PROGRAM ASSISTANT(S) HR-18-182 (KAMIAH) (CONTINUED)

children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. "Class description/job description available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) HR-18-187** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. "Class description/job description available at the NPT Human Resources Department." Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position open until filled.** (Grade 15)

The Nez Perce Tribe Department of Social Services is recruiting for: **CHILD PROTECTION RESOURCE CASEWORKER II HR-19-100** full-time. The purpose of the class is to investigate child abuse or neglect cases. Responsible for conducting investigations, making referrals, and providing intervention resources to children at-risk of entering the child protection system. The incumbent of this

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tion is responsible for the protection of Nez Perce Children, family preservation and brokering resources to children and their

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CHILD PROTECTION RESOURCE CASEWORKER II HR-19-100 (CONTINUED)

families. Will provide risk assessment, intake, and investigation referrals, dealing with abuse and neglect. Will be responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Will assist in training and supervising in the department. Will be responsible for reporting and grant administration. Requires Bachelor's degree in Social Work, Counseling, Psychology, or a closely relate field with three (3) years' experience in the field, or a Master's degree with one (1) year experience in the field. Requires Social Work or Investigative experience working with children and families. Requires one (1) year supervisory experience. Requires grant administration and writing experience. "Class description/available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19.** (Grade 16)

The Nez Perce Tribe Department of Social Services is recruiting for: **CHILD PROTECTION RESOURCE CASEWORKER I HR-19-101** full-time. To investigate child abuse or neglect cases. Responsible for conducting investigations, making referrals, and providing intervention resources to children as-risk of entering the child protection system. The incumbent of this position is responsible for the protection of Nez Perce Children, family preservation and brokering resources to children and their families. Will provide risk assessment, intake, and investigation referrals dealing with abuse and neglect. Responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Requires Bachelor's degree in Social Work, Counseling, Psychology, or a closely related field. Requires one (1) year experience in Social Work or Investigative experience working with children and families. "Class description/available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19.** (Grade 14)

The Nez Perce Tribe Department of Social Services is recruiting for: **LEAD RESIDENT MENTOR HR-19-102** full-time. To provide a safe, accountable, and consistent environment at all times by being responsible for all immediate care duties to children ages birth-17 referred to the Children's Home. Works according to procedures, including daily written reporting, complying with finance procedures, and performing daily activities and tasks to assist client with social, emotional, and physical growth. Complying with procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high level needs of clientele served. Also requires staff supervision, scheduling, training, strict confidentiality and the candidate must demonstrate a healthy lifestyle within the community. This position is under the immediate supervision of the Children's Home Director. Requires a High School Diploma/GED. Must be able to pass a criminal background investigation prior to employment or within fifteen (15) days of hire. Requires three (3) years' experience dealing with children in group environments. Twelve (12) months administrative experience required. Ability to complete CPR/First Aid certification with thirty (30) days of hire. Ability to complete Food Handlers certifica-

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within thirty (30) days of hire. Complete on-going in-service training within ninety (90) days of hire. Must be drug free from physical conditions, which might adversely affect performance as a child care provided, in a twenty four (24) hour

LEAD RESIDENT MENTOR HR-19-102 (CONTINUED)

seven (7) days a week facility; and must submit to periodic or directed drug and/or alcohol testing. “Class description/available at the NPT Human Resources Department.” The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19.** (Grade 12)

The Nez Perce Tribe Social Services Program is recruiting for: **RESIDENT MENTOR(S) HR-19-103** full-time. To provide safe, accountable and consistent environment at all times, by being responsible for all immediate care duties to children ages birth to seventeen (17) years old that are referred to the Children’s Home. Works according to procedures, including daily written report writing, complying with finance procedures, and performing daily activities and tasks to assist client with social, emotional, and physical growth. Complying with program procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high level needs of clientele served. Also requires strict confidentiality and the candidate must demonstrate a healthy lifestyle within the community. This position is under the immediate supervision of the Director of Indian Child Welfare. Room and Board provided while on duty, with clients(s). Requires High School Diploma or GED. Requires one (1) year of experience working with children in group environments. Knowledge of Native cultures, community needs, problems, resources, and sensitivity to diverse cultures and community standards. Knowledge and ability to provide nutritious meals on a daily basis. Excellent communication skills, both verbal and written, ability to develop and present clear reports and meet deadlines. Ability to establish and maintain positive working relationships with internal and external programs and/or agencies. Must have a positive work history. Must be able to pass a criminal background investigation prior to employment or within ninety (90) days of hire, negative TB test, tri-annual physical, and negative urine analysis (random testing throughout employment). Must possess and maintain First Aid, CPR and Automated External Defibrillator (AED) certification with ninety (90) days of employment. “Class description/available at the NPT Human Resources Department.” The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19.** (Grade 8)

The Nez Perce Tribe Social Services Program is recruiting for: **ONE (1) RESIDENT MENTOR HR-19-104** part-time. To provide safe, accountable and consistent environment at all times, by being responsible for all immediate care duties to children ages birth to seventeen (17) years old that are referred to the Children’s Home. Works according to procedures, including daily written report writing, complying with finance procedures, and performing daily activities and tasks to assist client with social, emotional, and physical growth. Complying with program procedures as well as developing the skills necessary to manage difficult behavior that may arise due to the high level needs of clientele served. Also requires strict confidentiality and the candidate must demonstrate a healthy lifestyle within the community. This position is under the immediate supervision of the Director of Indian Child Welfare. Room and Board provided while on duty, with clients(s). Requires High School Diploma or GED. Re-



quires one (1) year of experience working with children in group environments. Knowledge of Native cultures, community needs, problems, resources, and sensitivity to diverse cultures and community standards. Knowledge

ONE (1) RESIDENT MENTOR HR-19-104 (CONTINUED)

and ability to provide nutritious meals on a daily basis. Excellent communication skills, both verbal and written, ability to develop and present clear reports and meet deadlines. Ability to establish and maintain positive working relationships with internal and external programs and/or agencies. Must have a positive work history. Must be able to pass a criminal background investigation prior to employment or within ninety (90) days of hire, negative TB test, tri-annual physical, and negative urine analysis (random testing throughout employment). Must possess and maintain First Aid, CPR and Automated External Defibrillator (AED) certification with ninety (90) days of employment. “Class description/available at the NPT Human Resources Department.” The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19.** *(Grade 8)*

Open to ALL qualified applicants: (General Public)

The Nez Perce Tribe (Tribe) Environmental Restoration and Waste Management (ERWM) program is recruiting for: **HANFORD PROJECT LEGAL POLICY ANALYST HR-18-107** full-time. Located at Lapwai, ID. The ERWM programs’ role is to protect the Tribe’s treaty-reserved right at the Hanford Site in the state of Washington, regulate air quality on the Tribe’s Reservation in the state of Idaho, and oversee emergency response planning on the Reservation. The ideal candidate will be a team player; will have sound judgement, accompanied by excellent research, writing, and communications skills; the ability to analyze complex factual, legal, and policy issues; the ability to delve deeply into environmental strategies and projects related to the Tribe’s interests at the Hanford Site; and the ability to respond to a wide array of environmental issues that require prompt and accurate analysis. The Tribe offers an attractive compensation package, including: medical and life insurance, a matching 401 (k) contribution, and a generous leave policy. The successful candidate will be working with the Resource Conservation and Recovery Act (RCRA), National Environmental Policy Act (NEPA), and Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). However, the Program will provide training and professional development opportunities for the successful candidate in these areas. Experience working on behalf of Indian tribes or other governments is preferred. Requires a Juris Doctorate degree from an accredited law school. Applicants must also pass a criminal background check with no criminal convictions, hold membership in good standing with a state bar, have a minimum of one (1) year of legal practice experience, and have a positive work history. Please send a cover letter, resume, 5-10 page writing sample, and three (3) letters of references along with your Nez Perce Tribe application. Class description available from the Tribe’s Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **Open until filled.** *(Grade 28)*

The Nez Perce Tribe Department of Early Childhood Development (ECDP) is recruiting for: **PROGRAM ASSISTANT(S) HR-18-181 (LAPWAI)** full-time position August through May, additionally thirty



two


(32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up

PROGRAM ASSISTANT(S) HR-18-181 (LAPWAI)

to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. "Class description/job description available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Department of Early Childhood Development (ECDP) is recruiting for: **PROGRAM ASSISTANT(S) HR-18-182 (KAMIAH)** full-time position August through May, additionally thirty two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. "Class description/job description available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) HR-18-187** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school



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ploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview

POLICE OFFICER (ENTRY LEVEL) HR-18-187 (CONTINUED)

and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position open until filled. (Grade 15)**

The Nez Perce Tribe Department of Social Services is recruiting for: **CHILD PROTECTION RESOURCE CASEWORKER II HR-19-100** The purpose of the class is to investigate child abuse or neglect cases. Responsible for conducting investigations, making referrals, and providing intervention resources to children at-risk of entering the child protection system. The incumbent of this position is responsible for the protection of Nez Perce Children, family preservation and brokering resources to children and their families. Will provide risk assessment, intake, and investigation referrals, dealing with abuse and neglect. Will be responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Will assist in training and supervising in the department. Will be responsible for reporting and grant administration. Requires Bachelor's degree in Social Work, Counseling, Psychology, or a closely related field with three (3) years' experience in the field, or a Master's degree with one (1) year experience in the field. Requires Social Work or Investigative experience working with children and families. Requires one (1) year supervisory experience. Requires grant administration and writing experience. "Class description/available at the NPT Human Resources Department." The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current motor vehicle report (MVR) where you have been licensed to drive within the last three (3) years. **This position closes 1/18/19. (Grade 16)**

To apply: Recruitments for *Entry Level* Positions (**Grade 15 and below**) will require a completed Tribal application only. Recruitments for *Professional* Positions (**Grade 16 and above**) will require a completed Tribal application and resume. **Please submit one application per position:**

Nez Perce Tribe Human Resources Office

ATTN: **Job Name & No.**

P.O. Box 365


Lapwai, Idaho, 83540

Phone (208) 843-7332 Fax (208) 843-7414 **LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED. Tribal Preference applies. www.nezperce.org**




EMPLOYMENT OPPORTUNITIES!!

- **Nez Perce County is recruiting for: Computer Support Help Desk.** Full-time position with the Information Systems Dept. \$17.50-\$18.98/hour, DOE, plus an exceptional benefits package including: PERSI retirement, excellent medical insurance and generous vacation/sick/holiday leave. Position installs, modifies and makes repairs to County computer desktop hardware, printers and software, provides technical assistance and training to users, and support to the internal IT HelpDesk system. Min. Qualifications: High school graduate/equivalent; Bachelor's Degree in Information Science or related field and one or more years work-related experience OR equivalent combination of education and experience to perform the work required. Must possess excellent communication skills as well as listening, trouble shooting and problem solving skills and have the ability to maintain positive working relationships. View complete job qualifications @ <http://www.co.nezperce.id.us/Departments/Personnel.aspx> or NPC Personnel Dept. 1225 Idaho St., Lewiston, ID. **Closes 5:00 p.m., Thurs., January 10, 2019.** EOE and accords preference to qualifying veterans.
- **The Division of Child Support is looking for a Support Enforcement Technician (Tumwater, WA).** In this job, you'll perform technical responsibilities which require program knowledge and provide support in services such as: intake case referral screening, locate, process serving and provide general program information to service recipients. For more information and how to apply go to <http://careers.wa.gov/>. Job#: 2019-00145. **Closing date 1/13/19.**
- **The Division of Child Support is looking for a DSHS Support Enforcement Officer (Tumwater, WA).** In this role you'll provide direct service to clients by establishing, modifying, and enforcing financial and medical child support obligations. For more information and how to apply go to <http://careers.wa.gov/>. Job#: 2019-00079. **Closing date 1/14/19.**
- **The Native American Fish and Wildlife Society is recruiting for: Executive Director.** The Executive Director (Director) of the Native American Fish and Wildlife Society (Society) serves as the Chief Administrator for the Society under the guidance and direction of the Board of Directors (which consists of 14 Directors from the seven regions of the Society). The Director is expected to work with all Native American Tribes, Native Alaskan Villages and Corporations and Native peoples for the purpose of providing a national communications network to exchange information, management techniques and provide training related to Tribal fish and wildlife resource programs. Please contact Karen Lynch at klynch@nafws.org or Don Reiter at djreiter@mitw.org for questions about this announcement. Or go to the website at <https://nafws.org>. **Closing date 2/1/19.**
- **Avista Corporation is recruiting for: Gas Customer Project Coordinator, Learning Systems Administrator, and a Gas Serviceman Apprentice.** For more information and how to apply go to www.avistacorp.com/careers. **Closing dates vary with locations and positions.**
- **Northwest Indian College (NWIC) is recruiting for the following: Department Chair-Tribal Governance & Business Management, Development Officer for Corporate Relations, Early**



Learning Center Lead Teacher, Math Faculty, Facilities Maintenance Director, Information Technology Instructor, Wellness Advocate, and a NWIC Board of Trustees Member. For more information and how to apply go to www.nwic.edu/jobs. **Closing dates vary with positions and locations.**

- **Lapwai School District is recruiting for the following: Speech & Language Pathologist, District Technology Coordinator, Vocational Education Advisor Grades 7-12, and Certified Substitutes.** Application can be found on our website www.lapwai.org, or contact Connie Desjarlais at the District Office: (208) 843-2622 at extension 201. **Positions are open until filled.**
- **AmeriCorps, which is a national service program dedicated to building young leaders, serving disadvantaged communities, increasing job skills, and providing opportunities to earn money for education.** AmeriCorps reaching out to share this program information with high school seniors and college students, especially those needing support in planning their next steps. Additionally, a high school diploma or GED is not required to participate in AmeriCorps, making it an excellent option for students that have dropped out of school. AmeriCorps works to meet the needs of each individual in terms of education and training, including those with low reading and math skills. For those already enrolled in a college or technical school, most award college credits for internship/co-op experience for their months of service. Through AmeriCorps, students are assigned to non-profits, government agencies, institutions, and community-based organizations. In exchange for their 10 months of service, students receive money for college or to pay off existing student loans (equal to current Pell Grant), student loan deferment, living allowances, health benefits, and new job skills. AmeriCorps offers two Federal programs for 18 to 24 year olds including the NCCC Traditional Corps (Civilian Conservation Corps) and the FEMA Corps, which is focused on response to natural disasters. Additionally, for those 18 and over with existing leadership skills (no upper age restriction) there is a Team Leader option for both NCCC and FEMA. Team Leaders manage groups of 8 to 10 young adults. All programs are open to citizens of any U.S. state or territory. AmeriCorps can provide support to you and your students in sharing information about these program options in multiple ways including video conferences, one-on-one phone conferences, program videos via web access, and printed materials. For teachers and counselors that lack internet access in a classroom, I can ship you a DVD, CD or Flash Drive with video content. For more contact Patricia Ramos at patricia@vip.vet, AmeriCorps Youth Outreach Specialist, Southwest Region.
- **Pacific Cabinets, Inc. (PCI) is now hiring for a variety of production positions (On-going recruitment).** We seek bright, energetic and meticulous individuals for our manufacturing production team. If you enjoy working in a team environment and would like to develop your talent and skills in a fast paced company; this position is for you! Starting wage DOE with opportunities for overtime. Medical, Dental and 401 (k) investment plan is available for our full-time employees. Pacific Cabinets, Inc. is looking for a long term commitment from you. Please email your resume to: Linda Nida lnida@pacificcabinets.com or hand deliver to 2010 Front Street, Ferdinand, ID. Phone number: (208) 962-5546.
- **Alternative Nursing Services looking for C.N.A.'s, Attendant Caregivers in all areas (On-going recruitment).** Culdesac, Lapwai, Lewiston, Kamiah, Orofino and Clarkston. Alternative Nursing Services is located at 1029 Main Street, Lewiston, ID 83501. For more information and how to apply contact Michelle or Kellie at (208)746-3050.

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- **Couple of great website's to look for employment in your area (On-going).** Idaho Department of Labor: <https://labor.idaho.gov/dnn/JobSeekers.aspx>, and indeed.com at www.indeed.com.
 - **Great opportunities for Native Student: Truman D. Picard Scholarship, Oregon State University Graduate Forestry Program for Native American Scholarship, and Tradition Bearers for Bio-Cultural Diversity Fellowship.** For Truman D. Picard Scholarship, and Forestry Program Native American Scholarships go to www.itcnet.org/m/home.html; Traditional Bearers for Bio-Cultural Diversity Fellowship go to <http://7genfund.org/tradition-bearers-bio-cultural-diversity-fellowship-0>. **Closing dates vary with scholarships, and Fellowship.**

**Extended: REQUEST FOR PROPOSALS
BACKGROUND CHECK SERVICES**


The Nez Perce Tribe is requesting proposals for an independent contractor to provide professional background check services for the Nez Perce Tribal government, Nez Perce Tribal Enterprises, and Nimiipuu Health. The criteria for consideration consists of a demonstrated understanding of applicable laws and regulations governing back- ground checks for employment in positions having contact with children, elderly, venerable adults, and persons in fiduciary or key management positions. The proposal should demonstrate experience in conducting national criminal and financial record checks, evaluating qualifications or suitability, for insurability under the Crime and Fraud Protection Insurance Policy. The proposal should demonstrate experience in determining employee suitability, in consideration of factors such as, stability, trustworthiness, past performance, criminal record, consistent with federal requirements of funding agencies and in accordance with criteria equivalent to the U.S. Office of Personnel Management as used by the Bureau of Indian Affairs. The proposal should demonstrate understanding of analysis and ranking of derogatory issues, determination of control date, and recency, in evaluating employment eligibility of applicants. The proposal must include qualifications, and experience of the person, or firm submitting the RFP, and three professional references. The Nez Perce Tribe reserves the right to reject any and all proposals without cause. **Please send completed proposal to:** Roberta Bisbee, Human Resources Manager; P.O. Box 365; LAPWAI, ID 83540. For more information please contact Roberta Bisbee at 208/621-3827 or email at robertab@nezperce.org. **Open until filled.**

**THE NEZ PERCE TRIBE IS SEEKING BIDS FOR
PROVIDING EQUIPMENT ASSOCIATED WITH THE WATER PUMPING SYSTEM
AT THE LOSTINE RIVER FISH ACCLIMATION FACILITY**

PRODUCTS DUE: The Contractor will provide the following materials and equipment:

EQUIPMENT

- One primary 45 KVA quiet pack generator with trailer,

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- One standby 45 KVA quiet pack generator with trailer,
 - 4'x4'x6' Screened box for primary pump with NOAA/NMFS criteria (3/32 round)
 - 30hp pump 8" discharge with control box and 50' cord,
 - All required hoses and connectors necessary to connect pumps to existing pipes.
 - All freight costs to project.

Installation, testing, operation, and removal of equipment will be coordinated with Rick Zollman, Joseph Oregon field office, 541-432-2505.

Approximate dates for installation will be the week of March 4th, 2019 and approximate dates for removal will be the week of April 26th, 2019.

Interested Contractors may send their bids to Nez Perce Tribe Joseph Field Office, P.O. Box 909, Joseph, OR 97846 or Fax to 541 432-4820.

Bids must be received at the Joseph Field Office no later than January 25, 2019