



## **LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT**

**Position: Wildlife Biologist – Natural Resources - (1 Full Time - Regular)**

**Summary:** This position will be responsible for studying the life processes of animals and their environment. Assisting the Wildlife Division Manager in the research and management of Wildlife restoration. Monitor plant and animal habitats, determine which animals are affecting nature in a detrimental way and help restore and conserve animal habitats. This position will include extensive fieldwork as well as technical report writing and data analysis.

### **Employment Qualifications: Minimum Necessary Qualifications –**

- Bachelor's Degree in Biology or closely related field; and
- Two (2) years' work experience in the wildlife biology field involving wildlife sampling techniques, and wildlife identification; and
- One (1) year of prior supervisory (at a minimum leading projects or surveys, directing daily work assignments of field personnel) experience; and
- A valid Michigan Operator's License with the ability to be insured under Tribe's policy; and
- Intermediate computer skills; and
- Superior performance in the selection process as determined at the sole discretion of the LRBOI Hiring Manager, including but not limited to all the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy.

### **Preferred Qualifications:**

- Extensive knowledge of the Inland Consent Decree
- Experience developing program goals and objective
- Demonstrated experience in managing, supervising, and leading subordinate staff
- Experience with formal and informal government to government consultation.

**Indian Preference applies in accordance with Ordinance #15-600-02**

**Pay Grade:** E5      **Hiring Range:** \$49,672 - \$65,871 - **Commensurate with Verified Qualifications**  
**Status:** Exempt / Hourly/Bi-weekly Pay      **Background Check:** Basic

### **Application Instructions:**

**Obtain an application form and a copy of the position description online at [LRBOI-nsn.gov](http://LRBOI-nsn.gov) under "Employment" heading or by contacting Human Resources at:**

*LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660*

*Phone: (231) 398-6859; Email: [aliciaknapp@lrboi-nsn.gov](mailto:aliciaknapp@lrboi-nsn.gov).*

**To apply please submit completed LRBOI application, cover letter, resume, transcripts for Master's degree, any/all licensure(s) and/or certifications required/relevant for position, a copy front/back of current Tribal ID (if applicable) and a copy front/back of current driver's license to:**

*LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660*

*Fax: (231)331-1233; Email: [apply@lrboi-nsn.gov](mailto:apply@lrboi-nsn.gov) .*

**Incomplete submissions will not be considered.**

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes superior performance in the selection process, including but not limited to all of the following; any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy, and successfully completing a ninety (90) day introductory period.

*For the complete job description or further information, please contact the LRBOI HR Department.*

**Posted: 09-01-2022**

**Removal: 09/15/2022**