

*“Where Two Rivers Meet”*

**JOB DESCRIPTION**

**JOB TITLE**: Environmental Assistant/Laborer

**WAGE RATE:** Depends on experience (DOE)

**REPORTS TO:** Tribal Administrator/IGAP Coordinator

**POSITION DESCRIPTION:**

The Environmental Assistant position is a seasonal position.

**DUTIES AND RESPONIBILITIES:**

* The duties and responsibilities consist of working with the IGAP Coordinator on the program’s activities, projects, proposals, and Tribal outreach, in accordance with the Native Village of Kluti-Kaah’s Tribal Environmental Plan.
* Responsible for 100’ community greenhouse work and care for plants.
* Maintain Tribal recycling facility, support recycling efforts, and community outreach plans.
* Working with the Administration’s on seasonal projects as directed.

**QUALIFICATIONS:**

* High School graduate or equivalent.
* Basic carpentry skills and general knowledge of hand tools.
* Will need general horticultural knowledge.
* Must be dependable, punctual, computer literate, and possess strong organizational skills.

**PHYSICAL DEMAND:**

* Frequently moving and performing manual labor. Must be able lift and carry 50 lbs. throughout the work day.
* Able to perform hours of labor operating equipment, tools, and ladders.

Native Preference will be given in hiring pursuant to Public Law 93-638.