



White Earth Reservation Tribal Council

P.O. Box 448

White Earth, Minnesota 56591

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CHAIRMAN

Terrance "Terry" Tibbetts

SECRETARY-TREASURER

Tara Mason

DISTRICT I

Steven "Punky" Clark

DISTRICT II

Kathy Goodwin

DISTRICT III

Eugene "Umsy" Tibbetts

White Earth Reservation Tribal Council Job Announcement

Position: Tribal Historical Preservation Officer

Location: White Earth

Pay: \$19.26/hr

Benefits: Full

Open: 06-12-17

Close: 06-23-17

Status: Full time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant who will be responsible to promote, protect, preserve, and manage all matters relating to cultural resources. Applicant shall be the primary and official point of contact in all matters relating to cultural resources and archives within the White Earth Reservation.

Position Outcomes:

- Assist in administering the various statutory and regulatory provisions, laws, regulations, standards and guidelines governing the Tribal, Federal, archeological and historic preservation programs including specific knowledge of and skill in the preparation of Section 106 documents.
- Compliance of Federal historic preservation, environmental laws, and regulations (including NAGPRA).
- Implements Tribal, Federal departmental guidelines used to prepare environmental documents (e.g. Environmental Assessments, Impact Statements, Findings, and Notice of Availability).
- Manage the various statutory and regulatory provisions, laws, regulations, standards and guidelines governing the Tribe, State and Federal archaeological and historic preservation programs.
- Clean, restore, and preserve artifacts.
- Performs other duties and responsibilities as required or assigned
- Position has been designated and verified by the White Earth Reservation Tribal Council as an approved position for Fisheries Percentage.

Knowledge, Skills and Abilities Required:

- Knowledge of the demographics, and geography of the White Earth Reservation.
- Knowledge of historical events and their causes, indicators, and effects on civilization and cultures.
- Knowledge of group behavior and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.
- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Natural Resources department.
- Knowledge in Ojibwe customs, culture, language and traditions.
- Talking to others to convey information effectively, communicating effectively in writing as appropriate for the needs of the audience.
- Knowledge of computer operations and applicable software.

Qualifications Required:

- **Bachelor or Associate Degree in American Indian Studies, Archaeology or related field.**
- **Valid MN Driver's License and insurance for travel between sites and other business related destinations.**
- **Must be able to pass a criminal background check and drug screening.**

Mail Applications to:

White Earth Tribal Council
Attention: Personnel
P.O. Box 418
White Earth, MN 56591

Download Applications at:

www.whiteearth.com

EEO with Native Preference

*A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment
Background Checks performed*