



Confederated Tribes of the Colville Reservation

Human Resources Office P.O. Box 150 Nespelem, WA 99155
(800) 506-9434 (509) 634-2842 Fax (509) 634-2864 www.colvilletribes.com

POSITION: Archaeologist II - (Two position - Full-time)

SALARY: \$21.76 - \$25.85 DOE

REPORTS TO: Archaeologist Senior or Program Director

LOCATION: Nespelem, Washington

BASIC FUNCTIONS: Archaeologist II is a professional level position in the History/Archaeology Program. The position will entail both office and field work. The incumbent will prepare scopes of work and budgets for projects. The incumbent will conduct archaeological fieldwork (i.e., survey/inventory, evaluative testing, and mitigation/treatment activities) on a project by project basis. Incumbent is expected to work in all phases of archaeological projects and understand site recording, mapping, photography, and site interpretations. Experience using GPS and GIS Technology, graphic programs, and either lithic analysis or historic-era artifact analysis is preferred. The ability to identify human remains (as opposed to faunal remains) is preferred. Incumbent will conduct documentation of archaeological sites, including site mapping, preparation of all field forms, screening of artifacts during testing projects, and post-field artifact processing. The incumbent will prepare reports following the end of fieldwork. Incumbent will serve as a Field Director or Crew Chief on specified projects if necessary. Incumbent will review Section 106 compliance letters and documents. Required to supervise and/or assist in the training of less experienced staff in field procedures and methodologies. Incumbent will complete other tasks pertaining to this position as assigned. There is a chance that forest fire work, or fire rehabilitation, will be required. **[All work is dependent upon funded contracts with no guarantees of continuous employment; however this is intended as a full time position]**

MINIMUM QUALIFICATIONS:

Education and Training:

- BS/BA in Anthropology, Archaeology, Cultural Resource Management; (minimum of 20 Qtr. Hrs. in listed fields) **AND**
- 36 months of archaeological field experience in prehistoric archaeology, with an emphasis in cultural resource management contract work, (8 months of which must be at a supervisory level).
- Must possess and maintain a valid State Driver's license and be eligible for the Tribe's vehicle insurance.
- Must be comfortable in the presence of human remains.
- Must be able to work independently and outdoors in all types of weather.
- Must work to professional standards at all times.
- Must have an active understanding of anthropological ethics, including an ability to respect and support the sovereignty of the Confederated Tribes of the Colville Reservation.
- Must recognize that all products produced as a result of research projects are the sole property of the Colville Confederated Tribes.
- Familiarity with Columbia Plateau region cultural resources
- Ability to pass an arduous or moderate pack test and pass physical examinations to conduct forest fire cultural resource tasks.

Knowledge, Skills, and Abilities:

- Familiarity with the process of implementing Section 106 of the National Historic Preservation Act as described in 36CFR800 and has a working knowledge of other cultural resource laws and regulations, including NEPA, ARPA, NAGPRA, AIRFA, etc.
- Knowledge of the methods, principles and techniques associated with the archaeological profession and Experience conducting various CRM tasks (e.g., inventory, evaluation, artifact processing).
- Familiarity with Global Positioning System (GPS) technology.
- Ability to maintain professional behavior during all encounters with Tribal employees and agency staff.

- Experience using micro-computers and associated software, (i.e., Microsoft Word, Excel, Access, Trimble Pathfinder, ArcView, or ArcGIS and Corel Draw
- Ability to identify human remains (preferred).
- Ability to prepare scopes of work and budgets as needed.
- Ability to work under pressure to meet deadlines.
- Ability to prepare project documentation and develop monthly reports from project activities.
- Ability to communicate well with co-workers, other Tribal employees, and outside agencies both verbally and in written format.
- Knowledge/familiarity with the Grand Coulee, Columbia Basin, Lower Snake River
- Experience with a tribal cultural resources program (preferred).
- Proficiency with field equipment (cameras, mapping instruments, Trimble GPS equipment).
- Ability to prepare subcontracts and provide oversight.
- Ability to write technical applications and reports as well as business style communiques.

NOTE: Pursuant to Tribal Policy, this position is subject to pre-employment, random, post accident and reasonable suspicion drug testing.

TRIBAL MEMBER AND INDIAN PREFERENCE WILL APPLY; PREFERENCE WILL ALSO BE GIVEN TO HONORABLY DISCHARGED VETERANS WHO ARE MINIMALLY QUALIFIED WITHIN EACH INDIAN PREFERENCE CODE.

CLOSING DATE: Applications and supporting documents (**including resume**) **MUST** be received in the Human Resources Office by **Friday, April 5, 2019. R-8732.**

INFORMATION: Confederated Tribes of the Colville Reservation
Human Resources Office
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