



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 I
SALARY: \$19.04-\$22.62 per hour DOE
REPORTS TO: Senior Archaeologist or Program Director
LOCATION: Nespelem, Washington

BASIC FUNCTIONS: This is an **exempt** position. Archaeologist I is a professional level position in the History/Archaeology Program. This position is complex and deals with a variety of Cultural Resource Management (CRM) tasks. The incumbent participates on crews conducting archaeological fieldwork (i.e., survey/inventory, evaluative testing, and mitigation/treatment activities) on a project-by-project basis conducting all aspects of cultural resource investigations. The Incumbent will assist with or conduct the documentation of archaeological sites from beginning through report preparation following field work. The Archaeologist I may serve as Crew Chief on specified projects and be required to supervise or assist in the training of less experienced staff in field procedures and methodologies. The incumbent reviews and conducts standard archaeological Global Position System (GPS) duties and Geographic Information System (GIS) manipulation. The Archaeologist I may assist with gathering, compiling, evaluating and analyzing relevant feature attribute data and provides graphic support for reports for various projects and assists with data base maintenance. **[All work dependent on federally funded contracts with no guarantees of continuous employment].**

MINIMUM QUALIFICATIONS:

- BA in Anthropology, or Archaeology, or American History, or Native American Studies with a focus in archaeology, **AND**, 24 months of experience in archaeological field work w/ 6 months as a crew chief; **OR**,
- Master's degree in Anthropology, Archaeology, American History, or Native American studies with a focus in archaeology, **AND**, 12 months of experience in archaeological fieldwork w/ 6 months as a crew chief.
- Must have a valid State Driver's license and be eligible for the Tribes vehicle insurance.
- Must be willing to become a certified boat operator for reservoir fieldwork.
- Must have an active understanding of anthropological ethics, including an ability to respect and support the sovereignty of the Colville Confederated Tribes.
- Must be comfortable in the presence of human remains.
- Must be able to give professional and public presentations in support of project work.
- Must have a history of good work attendance, punctuality and have reliable transportation.
- Must be willing to work non-standard work schedules (e.g., 10 days on, 4 days off).
- Must be able to perform a variety of outdoor work in inclement weather and rugged field situations.
- Must be able to lift at least 40 pounds.
- Must be able to travel out-of-the area for overnight stays as dictated by the fieldwork and/or meetings.
- Must have demonstrated organizational skills.
- Must be able to demonstrate knowledge in the geography of the Upper Columbia River Plateau.
- Must have experience using hand tools (shovels, trowels, hatchet, and clippers).
- Must have knowledge and ability to utilize Microsoft Office, Word, Excel, and Access and computer graphics.
- Must have the experience conducting background research.
- Must be familiar with the process of implementing Section 106 of the National Historic Preservation Act as described in 36CFR800.
- Must adhere to **strict** confidentiality.

- Knowledge, Skills, and Abilities:**
- Knowledge in Metadata development and maintenance.
- Knowledge of ArcView or ArcGIS command language and system architecture.

- Knowledge and Demonstrated skill in cartographic production
- Knowledge of history and language of the CCT, including an understanding of the twelve Tribes comprising the Confederated Tribes of the Colville reservation.
- Knowledge of other cultural resources laws and regulations, i.e., NEPA, ARPA, NAGRPA and AIRFA.
- Knowledge and familiarity of CRM contracting, i.e., writing, implementing contract SOWs, budgets, and maintaining project administrative paperwork preferred.
- Working experience with native cultures, tribal sovereignty, and tribal government structure and protocol.
- Ability to understand and be able to represent the cultural resource interests of the CCT when needed or when interacting with other professionals and researchers.
- Ability to camp out as necessary.
- Ability to work independently.
- Ability to multi-task and perform tasks in a timely manner and meet deadlines.
- Ability to acquire appropriate fieldwork attire (hat, gloves, work boots, etc.).
- Ability to get along with co-workers, elders, and take direction from supervisors.
- Ability to apply professional work standards at all times.
- Ability to take clear and concise notes.
- Ability to maintain good judgment and common sense
- Ability to write and produce technical reports to professional standards, including knowledge of appropriate writing style, layout, citation procedures, map preparation, and preparation of final and published documents.
- Ability to identify human remains is preferred.
- Ability to read and interpret aerial photographs, maps, and charts of different scales and projections.
- Ability to demonstrate familiarity with Traditional Cultural Properties.

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.

Note: Pursuant to Colville Confederated Tribes Policy, this position is subject to reasonable suspicion and post-accident drug testing.

NEW Bulletin: Effective May 12, 2014: Notifications from the Human Resources will be sent by E-mail. Please make sure your email address is entered on your application.

CLOSING DATE: Applications and supporting documents **MUST** be received in the Human Resources Office by **Friday, February 13, 2015.**

INFORMATION: Confederated Tribes of the Colville Reservation
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Nespelem, WA 99155
(509) 634-2842
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