



SWINOMISH INDIAN TRIBAL COMMUNITY

Human Resources
11404 Moorage Way
La Conner, WA 98257
Phone (360)466-7353 | Fax (360)466-1348

Is this a Testing Designated Position as described in the Drug and Alcohol-Free Workplace Policy?	
Do the duties and responsibilities of this position involve regular contact with, or control over, Indian children or elders?	

Indian Preference in Hiring shall apply to Swinomish Indian Tribal Community job opportunities.

JOB TITLE: Part-Time Fisheries Technician

DEPARTMENT: Fisheries

POSITION SUMMARY: The Fisheries Technician is a part-time, 20 hours per week flexible depending on work load, position reporting directly to the Shellfish Management Biologist and secondarily to the Senior Shellfish Biologist. The Fisheries Technician will assist with day to day functions of Fisheries, all shellfish surveys, monitoring fisheries, and grant-related research projects. A background in science is not necessary.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Part-Time Fisheries Technician duties include, but are not limited to the following tasks:

- Assist with Dungeness crab research
 - Provide field assistance in Dungeness crab test fisheries
 - Launch and operate research vessel
 - Set and retrieve fishing gear (particularly commercial crab pots) and scientific equipment
 - Help maintain, set up, and break down crab sampling gear
 - Provide support during crab surveys
 - Assist in Dungeness crab larval and juvenile surveys
- Provide field support for intertidal clam surveys throughout Puget Sound
 - Help prepare and maintain survey gear
 - Participate in intertidal clam surveys (no prior experience necessary)
- Assist in running the Swinomish bait clam fishery
 - Monitor bait clam harvest
 - Maintain and manage field equipment
 - Comply with federal and state regulations
- Assist with shrimp research
 - Provide boating and field assistance for shrimp biology and ecology research
- Collaborate on subtidal surveys as a boat handler
- Assist in maintaining research vessels
- Assist with maintenance and/or construction of field equipment
- Contribute to Olympia oyster restoration project
 - Assist with data collection under team guidance
 - Prepare and maintain field gear

- Assist Marine Ecologist with clam garden research
 - Assist staff during intertidal and subtidal clam garden surveys
 - Help maintain field equipment
- Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities.

MINIMUM QUALIFICATIONS

- 1-5 years working experience (minimum of 1 year of experience) handling, launching, retrieving, and trailering small-craft vessels up to 26 ft in length
- Familiarity navigating vessels using a chart plotter or marine nautical chart
 - Knowledge navigating the waters of Skagit Bay, Admiralty Inlet, and San Juan Islands is preferred
- Interest in fisheries and/or natural resources
- Must be physically fit and able to walk long distances over uneven surfaces carrying heavy (≤ 40 lbs) equipment
- Ability to travel for various tasks and surveys
- Commit to working on scheduled field days, including weekends, during evenings, or at odd hours, sometimes in inclement weather
- Ability to maintain a positive, professional, and team-oriented attitude in challenging situations
- Strong work ethic, reliable, and ability to work independently
- Possess an active WA driver's license (or ability to immediately switch to WA driver's license if moving from out-of-state)
- Washington State Boater Education Card required or willingness to obtain certification

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to follow directions and safety regulations
- Familiarity navigating inland Washington waters
- Ability to comply with tribal, state, and federal standards and protocols
- Ability to maintain a positive, professional, and team-oriented attitude in challenging situations
- Strong work ethic
- Sensitive to American Indian culture, customs, and traditions

WORK ENVIRONMENT AND TIME COMMITMENT

1. Work schedule hours are variable depending on work load. For example, the employee may be needed for a week straight (40 hours) of work and then the following week may not be needed at all. This is a part-time position with varying work hours.
2. The position requires the ability and willingness to work professional hours outside the standard work schedule in order to accomplish objectives, such as surveying during low tides that occur at night and/or over weekends and during fishery openings. Work schedules will comply with non-standard work hour guidelines. The Part-Time Fisheries Technician will frequently use independent judgment to ensure efficient accomplishment of work tasks.
3. Work may be performed under highly stressful conditions, and may involve extended periods of sitting, standing, walking, crawling, kneeling, climbing, or stooping.
4. Work outdoors in inclement weather—including rain, snow, wind, severe heat, and darkness
5. Walk long distances (> 1 mile) over uneven and sometimes slippery surfaces carrying heavy buckets or other equipment
6. Lift and/or move ≤ 40 pounds over long distances (>50 feet)
7. Operate vehicles safely in field situations and on highways

EMPLOYMENT CONDITIONS

The Personnel Policies and Procedures of the Swinomish Indian Tribal Community apply to all employees. The position of _____ is considered to be a non-exempt “standard hour” position. All offers of employment are contingent on the successful completion of a drug and alcohol screening. If the position involves regular contact with or control over children or elders, then a successful applicant must also meet minimum standards of character based on an extended criminal background check.

Employee: _____ Date: _____

Supervisor: _____ Date: _____