

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2020-151 **Issue Date:** 10-21-20 **Closing Date:** 11-03-20

Fisheries Manager
Fisheries FRM
Department of Natural Resources
Hourly Wage: \$42.59/Regular/Full-Time/Supervisory

The Fisheries Manager of the Yakama Nation is responsible for the oversight of the Fisheries Resource Management Program including technical, administrative and policy functions. The Fisheries Manager will provide day-to-day direction and supervision of the administrative and technical staff assuring that all Yakama Nation policies as developed by the Tribal Council and Fish and Wildlife Committee are being met. The Fisheries Manager, in addition to assuring compliance within the Yakama Nation Policies will oversee the continued professional and organizational development of the FRMP as the pre-eminent fisheries management entity in the region. The Fisheries Manager must work closely with the Fish and Wildlife Committee and Tribal Council on all fisheries program activities including: harvest, fish production, hydroelectric facilities and habitat issues. The Fisheries Manager is responsible for the administration of the Fisheries Resource Management Program including contacting, contracting compliance, public relations, writing and review of reports, coordination of professional, technical and clerical staff, and all involved outside agencies. At Tribal Council and Fish Committee direction, the Fisheries Manager will act as a policy level delegate. Such roles will include the Upper Columbia Salmon Recovery Board and the Yakama Fish and Wildlife Recovery Board and other forums as designated. Fisheries Manager will also be responsible for fully coordinating with the Yakama-Klickitat Fisheries Project at appropriate levels including representing FRMP and YKFP issues and concerns with outside state, local, federal and non-profit agencies. Fisheries Manager is responsible for ongoing coordination with in-house and contract legal counsel, supervision of contractors and interactions with inter-governmental commissions and other treaty and non-treaty tribes in the Columbia Basin. Work with considerable independence within the policy guidelines of the Tribal Council with strict adherence to the policies and philosophies.

Examples of Work Performed:

- Plans, develops, organizes, supervises and participates in the fisheries management program. Makes recommendations to the Natural Resources Division Administrator for changes and improvements that will enable FRMP to better attain its goals.
- Sets internal goals and objectives by working with DNR Superintendent and Tribal Council, and develops general strategies for meeting them. Establishes annual plans of operation for the entire fisheries program.
- Establishes organizational structure and delineates interactions among sections. Establishes or reviews and approves staffing, operational procedures, activity schedules, job descriptions, position qualifications, salaries and promotions. Defines functions of components.
- Monitors and evaluates performance and activities of professional and clerical Fisheries staff. Establishes performance standards for staff and assures consistency with Yakama Nation Personnel Policies.
- Supervise large number of staff and consultants.
- Responsible for developing and monitoring the training and upgrading of FRMP Staff to further increase the capacity of FRMP.
- Coordinates activities of components. The coordination function is generally fulfilled by policy, general delineation of interactions and annual plans of operations.
- Conducts bi-weekly FRMP and YKFP Staff Meetings.
- Coordinates FRMP activities with YKFP. As a function of the YN fish management capacity, YKFP and FRM are inter-department and require close working relationship between the FRMP Manager and Yakama Klickitat Fisheries Project Manager.
- With the Tribal Council and DNR Superintendent, develops and implements management policies for fisheries, including budgeting, grants and contracts, obligations, purchasing, etc. Ensures fisheries policies comply with general tribal policies.
- Represents or delegates responsibility to represent the Fisheries Management Program in interactions with other tribal and non-tribal organizations and agencies.
- Fish Committee Chair alternate to Yakama Fish and Wildlife Recovery Board and Upper Columbia Salmon Recovery Board.

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- Prepares contracts including work statements and budget to obtain program funding from various State and Federal agencies and coordinates with various contract agencies to insure contract compliance including adherence to work statement and timely submitting of invoices, billings and reports.
- Reviews information and reports developed by staff and many initiate program modifications based on staff technical guidance.
- Make oral presentations to Tribal Council, General Council and fisheries agencies concerning Tribal Fisheries Management.
- Works closely with Media Committee in preparing and broadcasting public information in support of YN initiatives.
- Attends professional meetings to disseminate and gain information beneficial to the fisheries program; maintain liaison with state, federal, local and non-profit entities, may delegate certain responsibilities to professional staff.
- Acts as staff support to Fish and Wildlife Committee and Tribal Council membership for government-to-government meetings, lobbying efforts at state and federal agency and legislative levels.
- Performs related work as required.

Knowledge, Skills and Abilities:

- Knowledge of Tribal administrative procedures and contract guidelines
- Knowledge of federal case law relating to Treaty, Fisheries and Water Management.
- Knowledge of fish rearing practices and principles, and specifically how they relate to the Columbia River and the exercise of treaty reserved fishing rights.
- Knowledge of basic accounting and contracting procedures.
- Ability to communicate effectively both orally and in writing.
- Ability to use tact and courtesy in handling difficult situations and in dealing with the staff and public.
- Ability to make decisions based on policy direction, best available information and guidance from professional staff.
- Ability to plan, organize and control the work of employees especially in intense and sometimes frustrating situations.
- Ability to make budget plan and financial determinations on expenditures for areas of responsibility.

Minimum Requirements:

- Master's Degree in Fisheries, Natural Resources or related field.
- Three years of supervisory experience in fisheries, natural resources or related field.
- Required to pass pre-employment drug test.
- Must possess a valid Washington State Driver's License with the ability to obtain a Yakama Nation Driving permit.
- Enrolled Yakama Preference, but all qualified applicants are encouraged to apply.