



Skokomish Indian Tribe

Tribal Center (360) 426-4232

N. 80 Tribal Center Road

FAX (360) 877-5943

Skokomish Nation, WA 98584

JOB DESCRIPTION

POSITION TITLE: AQUATIC INVASIVE SPECIES COORDINATOR

SUPERVISOR: SHELLFISH PROGRAM MANAGER

SALARY \$46,000 - \$64,000 ANNUALLY 1 FTE

NATURE OF WORK: This position will join the Skokomish shellfish team as a skilled scientific biologist to focus on Aquatic Invasive Species (AIS) detection, impacts, and removal. The position will work alongside tribal partners and state co-managers in extensive trapping efforts to assess the full scope and scale of current European Green Crab (EGC) invasions. Additional to EGC work, this position will serve as lead for subtidal tunicate, oyster drill, and intertidal macroalgae detection, identification, impact assessment and removal. This is a 2-year position, subject to renewal.

REPRESENTATIVE JOB DUTIES:

1. **Collaboration and Detection Response:** Work with state co-managers and partners (e.g., WDFW, Washington Sea Grant crab team, other tribes, shellfish growers, etc.) on removal efforts and regional rapid response actions for new EGC detections.
2. **Field Operations:** Assemble field gear, navigate to remote locations, set traps, and operate aluminum boats and non-motorized watercrafts.
3. **Trapping Assessments:** Conduct land-based and boat-based trapping assessments throughout Hood Canal to determine EGC distribution and abundance, including early detection monitoring at un-surveyed sites.
4. **Control and Removal:** Implement control and removal trapping efforts to eradicate EGC as directed by the shellfish program manager, including deploying various traps (e.g., shrimp, minnow, Fukui) by foot or watercraft.
5. **Data Management:** Record GPS data using electronic field apps and datasheets, enter data into project databases, and ensure data accuracy and summarization.
6. **Organizational Duties:** Maintain updated work calendars, upload files, keep an organized workspace, and contribute to regional EGC plans.

MINIMUM QUALIFICATIONS:

1. Bachelor's degree in fisheries science or related field. An associates degree in fisheries science or related field and two years of relevant experience.
2. Candidate must have a valid driver's license and be eligible for the Tribe's automobile insurance.
3. Must be physically fit and able to carry out demanding work in rugged terrain, in all weather conditions and on the water
4. Must be able to work in a team environment.

5. Must be able to demonstrate the proficient use of Microsoft Word, Excel, and GPS collection devices.
6. The selected candidate must successfully complete a pre-employment drug screen test, and a complete background investigation, including relevant criminal history, prior to employment.

Preferred Qualifications:

1. Ability to identify marine species
2. Prior experience with small boats and trailers
3. Scuba Certification or willingness to obtain Scuba Certification.

Behavior standards: Respectful, courteous, and friendly to customers, other tribal employees, and tribal leaders. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effective communications with customers and other tribal employees. Gets along with co-workers and managers. Positively represents the tribe maintaining the trust Skokomish residents have place in each of us. Demonstrates honesty and ethical behavior.

CONFIDENTIALITY: The employee will be required to sign a confidentiality agreement. Violation of this agreement can result in immediate dismissal.

DRUG-FREE WORKPLACE POLICY: The Skokomish Tribe is committed to providing a drug-free workplace for its employees, volunteers, and the community it serves. By Skokomish Tribal policy, this position requires pre-employment drug testing.

PREFERENCE: The Skokomish Tribe’s Indian Preference Policy applies to this position. First preference will be given to qualified, enrolled Skokomish tribal members. Second preference will be given to qualified Native American applicants who provide proof of enrollment in a federally recognized tribe. Applicants not entitled to, or who fail to claim Indian Preference, will receive consideration without regard to ethnic/national origin, marital status, sexual orientation, religion, disability status, or membership in the tribal organization.

This position is at will and does not create a contractual relationship between the tribe and the employee.

APPLICATION INSTRUCTIONS

Application must be filled in completely (Do not write see resume). **APPLICATIONS THAT ARE NOT COMPLETELY FILLED OUT and TURNED IN BEFORE CLOSING DATE WILL NOT BE CONSIDERED**

NOTE: Resumes and Cover Letters are only accepted in support of the application

JOB DESCRIPTION APPROVAL:

CEO: _____

Date: _____

Employee: _____

Date: _____