



HOH INDIAN TRIBE

HUMAN RESOURCES

P.O. Box 2196, Forks, WA 98331
(360) 374-7771 • hr@hohtribe-nsn.org

Position Description

Job Title	Cultural Resources Intern
Department	Department of Natural Resources
Reports To	Natural Resources Director
Status	Temporary (duration of 1 year) / Part-time (0.43 FTE)
Salary Range	\$19.48 hourly
Location	Hoh Tribe Reservation and the Usual and Accustomed Treaty Area of the Hoh Indian Tribe

Summary:

The temporary, part-time Cultural Resources Intern will help the Hoh Tribe's Tribal Historic Preservation Officer manage cultural programming offered by the natural resources department. This internship provides an opportunity to work in a unique and rewarding environment, contributing to the management and conservation of Tribal cultural resources. Throughout the course of the internship, the intern will organize workshops that focus on traditional harvesting and intergenerational knowledge transfer between Tribal citizens. At these workshops and other community events, they will also work to build a crowdsourced seasonal round. Through these community events, the intern will build an understanding of changes Tribal members are experiencing and their preferences for climate actions. This will make them an invaluable member of an advisory committee for the Hoh Tribe's climate adaptation plan. Finally, the intern will assist in the revitalization of the First Foods Garden, helping to restore its role as a space for cultural education, food sovereignty, and ecological stewardship.

Duties and Responsibilities The duties of this position include, but are not limited to:

- Help Tribal staff and contractors organize and run traditional harvest and cultural workshops for Tribal members.
- Assist in First Foods Garden revitalization and care.
- Work to identify, and document significant Tribal cultural resources through research, written records, oral histories, and other resources.
- Aid the THPO in archiving pictures, videos, and recordings of cultural importance.
- Provide feedback on the Hoh Tribe's climate change adaptation plan.
- Perform other duties, as required.

Skills and Specifications:

- Strong attention to detail and ability to accurately record data
- Ability to work effectively in a small group environment

- Ability to navigate using a GPS device
- Familiarity with electronic data collection methods and tablets
- Physical ability to work in a variety of outdoor environments, including rugged terrain and inclement weather.
- Knowledge of plant identification, including ability to identify common plant species in the region.
- Knowledge of traditional uses of common plants found in the region.

Education and Qualifications:

- High school diploma or G.E.D is required.
- Completion of college courses (A.A. or higher) in Native American studies, natural resources, forestry, environmental science, biology, ecology, or a related major is preferred.

Work Environment:

- Primarily work in the field, conducting habitat surveys and culvert assessments
- Expected to work 17-35 hours per week for a duration of up to 1 year.

Except as provided by the Federal Indian Preference Act, Title 25 USC 45 – 46, there will be no discrimination based on race, color, age, sex, sexual orientation, national origin, physical or mental handicaps, marital status, political membership or non-membership in an employee organization. If the applicants have equal qualifications, preference will be given to Native Americans and Alaskan Natives. Applicants claiming Indian preference must submit verification of Indian certification by tribe of affiliation or other acceptable documentation of Indian heritage. All other interested persons must submit complete applications to be considered for employment. All applicants are subject to employment drug and alcohol testing and a criminal background check. Some positions are subject to a review of the driver's license abstract.