



1854 Treaty Authority

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1854 TREATY AUTHORITY VACANCY ANNOUNCEMENT

- Position:** Biological Aide
- Term:** Temporary, up to 6 months (not to exceed 1040 hours), anticipated to start in April or May
- Salary:** \$19.00 / hr
- Deadline:** Applications due February 7, 2025

Position Description:

The position will assist Resource Management Division biologists with managing and preventing the spread of aquatic and terrestrial invasive species (AIS and TIS), and with a variety of ongoing fish and wildlife management projects in the 1854 Ceded Territory area of northeastern Minnesota. Specific duties may include, but are not limited to: daily interaction with the general public requiring effective communication and public relations skills; staffing an 1854 Treaty Authority watercraft inspection station which includes inspecting boats for AIS, conducting boater interviews, and decontaminating boats when necessary; use boats/canoes to perform surveillance and monitoring activities for AIS; use chainsaws and targeted herbicide to control invasive plants; staff booths at public outreach events related to invasive species education; cleaning and maintenance of equipment; participation in spring and fall electrofishing assessments of walleye populations; assisting with sturgeon and trawling surveys; assisting with wildlife monitoring and tracking; conducting wildlife surveys; collecting information on wild rice waters; completing data entry. Please see **DUTIES AND RESPONSIBILITIES** for more details.

Desired Qualifications:

High school graduates, or college undergraduates, or college graduates with a degree in Natural Resources Management, Biology, or a related field with a strong work ethic and a desire to gain valuable experience and exposure to a variety of natural resource fields. Knowledge of tribal issues is a plus, but not required. Native American preference will be followed.

Special Requirements:

Position will require frequent daily travel and occasional overnight stays with overnight expenses and travel arrangements covered by the Authority. Successful candidates must be able to work flexible hours (nights, early mornings, and weekends) and be willing to work outdoors in a wide variety of weather conditions and environments. Ability to work weekends is especially important for this position to increase interaction with the public at boat landings (inspecting boats for AIS) and outreach events (educating public about invasive species). Ability to work both independently and with others is a must, as is an ability to work with computers and various software packages. A valid driver's license is required. A job offer is conditional upon successful completion of a pre-employment drug test and background check.

Application Procedures:

Please submit by mail, fax or email a completed 1854 Treaty Authority general application (available on front page of 1854 Treaty Authority website), a resume (include contacts for 3 references), a copy of your transcripts (unofficial are acceptable), and a cover letter to: Elyse Lawrey, Human Resources/Office Manager, 1854 Treaty Authority, 4428 Haines Road, Duluth, MN 55811. Ph: 218-722-8907. Fax: 218-722-7003. Email: elawrey@1854treatyauthority.org

BIOLOGICAL AIDE

Position Description

DUTIES AND RESPONSIBILITIES: The position will assist Resource Management Division biologists with watercraft inspections, public outreach/education related to invasive species, monitoring and control of aquatic and terrestrial invasive species, fishery assessments, wildlife surveys, and wild rice monitoring and restoration. The position may also assist administrative staff on special projects and day-to-day office operations.

Specific Duties:

1. Invasive Species

- Staff boat landings with decontamination unit to conduct physical watercraft inspections, boater interviews, and decontaminate boats when necessary
- Provide information and assistance to boating public (distribute brochures, literature, promote education, etc.)
- Keep accurate accounting and recording of all boat inspections
- Perform field activities such as monitoring, surveillance and control of invasive species
- Identify and map infestations using GPS equipment
- Assist with bottom trawling surveys
- Work with volunteers and other groups as appropriate
- Staff booths at public outreach events to promote invasive species education
- Assist with data entry

2. Fish and Wildlife

- Participate in spring and fall electrofishing assessments for walleye
- Assist with sturgeon assessments
- Assist with wildlife monitoring and surveys for a variety of species

3. Other duties may include, but are not limited to:

- Assist with wild rice surveys, monitoring, and restoration activities
- Assist with environmental and climate change monitoring
- Participate in education, outreach, and cultural preservation activities

SPECIAL ABILITY REQUIREMENTS: Ability to effectively communicate both orally and in writing to other Authority personnel, interagency cooperators, and the general public. Ability to operate motor vehicles including four-wheel drive trucks and ATV's, and a variety of watercraft (canoes, boats, and outboard motors). Ability to work flexible hours and handle a variety of stays as necessary (weekdays and weekends). Ability to establish and maintain an effective working relationship with tribal and non-tribal natural resources agencies, public and private landowners within the Ceded Territory, and the general public.