

# We Want You:

## To join the U.S. Fish and Wildlife Service as a Jr. Native American Liaison



The U.S. Fish and Wildlife Service Northeast Regional office is seeking a recent college or graduate school candidate who has experience or background working with Native American Tribes to fill a 45-week AmeriCorps position in the Northeast Regional Office in Hadley, Massachusetts.

The position includes a living allowance, housing and utilities allowance, paid transportation expenses for travel to and from home, and health insurance. The position is eligible for an AmeriCorps Education Award Program in the amount of \$5,775.00 to be awarded upon completion of the program to pay expenses from qualified institutions of higher education, for educational training, or to repay student loans.

Upon successful completion of the program including 640 hours of service, the position may also be eligible for non-competitive conversion to a

permanent federal position through the Public Lands Corps Healthy Forests Restoration Act of 2005.

For additional information about AmeriCorps eligibility, please visit: <http://conservation-nation.org/group/ameri-corps/page/sca-ameri-corps-details>



### The position would conduct the following duties:

- Manage the Northeast region component of the national consultation tribal database and provide updates and oversight, as appropriate. There are 19 Federally-recognized Native American Tribal Governments located within the Northeast Region – 13 states from Maine to Virginia.
- Oversee website content development and posting for the regional Native American Liaison website. - <http://www.fws.gov/northeast/nativeamerican/>
- Assist with storytelling, blogging and other public affairs related work for the regional Native American program.
- Become familiar with the Service Tribal Consultation Handbook to be able to provide general assistance to programs and field stations, as needed.



- Take the regional, online Tribal consultation training.
- Draft general correspondence to Tribes in coordination with the Deputy ARD and/or R4 Liaison.
- Support the Deputy Assistant Regional Director and Southeast Region Liaison in fulfilling the Service's Tribal Trust responsibilities in the Northeast region, as appropriate.
- Assist with other duties, as assigned to support the External Affairs program.
- Get experience and knowledge of the Fish and Wildlife Service, its programs and regions, mission and key activities.

**Knowledge, Skills and Abilities Desirable for the position:**

- Strong written communication skills
- Strong interpersonal skills
- Knowledge of Tribal governments, tribal policy, government-to-government relationships
- Ability to manage assignments and meet deadlines with oversight and supervision
- Ability to work independently and as part of a team
- Have strong computer and web skills, preferably experience posting to the web and social media sites.
- Member of a Federally-recognized Tribe preferred but not required.
- Work travel available

To apply, please email a resume to

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**Applications will be accepted until  
October 15, 2016.**



*The Yellow Branch of the Nulhegan River on the Nulhegan Basin Division of Conte refuge.*