Blue Lake Rancheria Tribe of California

POSITION DESCRIPTION
MANAGEMENT RETAINS THE RIGHT TO CHANGE JOB DESCRIPTION AS DEEMED NECESSARY

Job Title:	Native Plant Specialist
Department:	Environmental Department
Reports To:	Environmental Director and Deputy Director
FLSA Status:	Non-Exempt

JOB SUMMARY

The Native Plant Specialist will lead the development and implementation of a comprehensive native plant program at the Blue Lake Rancheria Tribe. This role focuses on the identification, collection, propagation, and planting of native plants while incorporating Traditional Ecological Knowledge (TEK) and adaptive management techniques. The Specialist will collaborate with the Tribal Historic Preservation Office (THPO) to support cultural preservation and assist the Environmental Department with various grant-related activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Plant Prioritization and Collection:

- Identify priority plant species for collection and propagation based on ecological, cultural, and conservation needs.
- Determine and document optimal gathering locations and materials required for plant collection and propagation.
- Plan and execute a minimum of three plant collection sessions per season, aiming to collect at least 50 seeds, cuttings, or plants per unique species.

Nursery Expansion and Protection:

- Procure and install necessary materials to expand the existing native plant nursery space.
- Implement measures to protect nursery plants from browsing pressure and environmental stressors.
- Ensure the availability of all propagation supplies, including pots, soil, heating pads, shade cloth, and other necessary materials.

Data Management and Documentation:

- Develop physical data sheets and ArcGIS Survey123 data input forms for accurate plant data collection.
- Create and maintain a georeferenced database to serve as a central repository for all plant data.

Propagation and Planting:

- Use appropriate methods to propagate collected seeds, cuttings, and plants.
- Identify and prepare planting areas, including necessary plant protection measures to ensure plant survival.
- Monitor and adapt propagation and planting techniques based on ongoing results and TEK.

Cultural Preservation and THPO Collaboration:

- Work closely with the THPO to ensure that the program aligns with cultural preservation goals and supports the Tribe's efforts to protect and maintain cultural heritage.
- Assist the THPO in identifying culturally significant plant species and gathering methods that reflect traditional practices.
- Integrate cultural considerations into plant gathering, propagation, and education initiatives.

Environmental Department Grant Support:

- Assist with the management, reporting, and implementation of grants within the Environmental Department.
- Collaborate with the department to ensure grant activities align with program goals and Tribal priorities.
- Provide input and support for new grant applications related to environmental and cultural preservation.

Education and Outreach:

- Plan and conduct at least one community education and outreach event annually, focusing on native plant conservation, propagation, the importance of Traditional Knowledge, and cultural heritage.
- Engage with community members, schools, and local organizations to promote the program and encourage participation.

Program Review and Adaptive Management:

- Annually review all aspects of the program to evaluate and refine methodologies, incorporating feedback and lessons learned.
- Utilize adaptive management techniques to improve the success rates of plant propagation and survival.

Promotes the following within the department and among all Team Members:

- Creates a collaborative, inclusive, and culturally responsive atmosphere
- Encourages mutual respect, dignity and integrity with all Team Members, by setting positive examples at all times.
- Maintains a professional departmental, company, and community reputation.

Blue Lake Rancheria requires Team Members, on a continual basis to:

- Provide a safe work environment for Team Members, through compliance with established safety guidelines, identifying potential safety hazards, and reporting same to the appropriate person for proper resolution.
- Maintain a professional departmental, company and community reputation.
- Enforce performance standards, policies and procedures as they relate to the department.
- Maintain a consistent, regular attendance record.

QUALIFICATIONS

- Experience with native plant identification, collection, propagation, and nursery management.
- Knowledge of Traditional Ecological Knowledge (TEK) and its application in plant management.
- Strong organizational, communication, and project management skills.
- Experience or interest in cultural preservation and collaboration with THPO.
- Experience with grant management or interest in supporting grant activities.
- Ability to work independently and as part of a team.
- Familiarity with the cultural and environmental context of the Blue Lake Rancheria Tribe is preferred.

EDUCATION and/or EXPERIENCE

- Minimum requirement: Bachelor's degree in Botany, Ecology, Environmental Science, or a related field; equivalent experience may be considered.

COMPUTER SKILLS

- Must be knowledgeable and proficient working with the Microsoft Office Suite and ESRI Mapping Software.

LANGUAGE SKILLS

Ability to read, and apply technical procedures, or government regulations. Ability to write reports and planning documents. Ability to effectively present information and respond to questions from co-workers.

MATHEMATICAL SKILLS

Mathematical skills need to be advanced enough to coordinate the Native Plant Program and management of databases.

REASONING ABILITY
Ability to solve simple and practical problems, dealing with a variety of concreate or unknown variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

- Exercising sound independent judgment within established guidelines when called upon.

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by a Team member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The Team Member frequently is required to reach with hands and arms. The Team Member is regularly required to stand; walk; climb or balance; and stoop, kneel, crouch, or crawl. The Team Member must regularly lift and/or move up to 50 pounds.
- The Team Member is regularly required to work in a variety of outdoor weather conditions. The Team Member is regularly required to work with and/or around sharp gardening tools and wheelbarrows.
- Close-toed shoes and appropriate working clothing for propagation and land restoration work are necessary.

Other Duties as assigned

WORK ENVIRONMENT
The work environment characteristics describe here are representative of those a Team Member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will be performed both inside the tribal office, and outside at restoration sites on the Blue Lake Rancheria.