**HOH INDIAN TRIBE**

P.O. Box 2196 ● FORKS, WASHINGTON 98331

TELEPHONE (360) 374-6582 ● FAX (360) 374-5426

**Position Description**

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| **Job Title** | Climate Change Specialist |
| **Department** | Natural Resources |
| **Reports To** | Director, Natural Resources |
| **Status** | Full Time |
| **Salary Range** | $25-27/HR DOE |
| **Location** | Hoh Tribe Reservation and Usual and Accustomed Treaty Area of the Goodman, Hoh, and Kalaloch Basins |

**\*\*\*This position is currently funded through a Washington State Department of Ecology Grant through June 2023. We anticipate continuation of this position with future grant funding\*\*\***

**Background**

In the 2022 legislative session, the Washington State Legislature passed Engrossed Substitute House Bill 1753, which establishes an enhanced process for tribal consultation on spending decisions from accounts created in the Climate Commitment Act (CCA). Funding is being made available to federally-recognized tribes for the costs of engaging in these consultations. The Climate Change Specialist is a new position that will provide technical expertise and coordination support under the CCA.

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

* Take the lead in developing a climate change strategy and plan for the Hoh Tribe that includes analysis and tracking of greenhouse gas emissions
* Develop and integrate the Hoh Tribe’s priorities regarding climate change
* Develop climate change related projects and secure funding sources to implement projects
* Engage in consultation processes relevant under the Climate Commitment Act (CCA), including consultation with agencies that allocate funding or administer grants with CCA funds on funding decisions and programs that may impact tribal resources, including tribal cultural resources, fisheries, and archaeological sites
* Engaging in pre-application processes with project applicants
* Summarizing issues, questions, or concerns regarding proposed projects for the Hoh Tribal Business Council and relevant state agencies
* Requesting and engaging in meetings with state agencies or the Governor’s Office to review and resolve consultation issues or disputes
* Analyze and report on consultations to the Natural Resources Director and the Hoh Tribal Business Council
* Other duties as assigned

**Skills and Specifications**

* Ability to understand and effectively communicate technical information regarding climate change and greenhouse gas emissions
* Ability to coordinate closely with the Natural Resource Department personnel
* Knowledge of tribal treaty rights, including the Boldt decision
* Ability to use Microsoft Office products
* Ability to work independently with minimal supervision
* Must have the desire to work with Native Americans
* Ability to live and work in a small isolated coastal community
* Adhere to the personnel policies and drug and alcohol polices.
* Submit to and clear a pre-employment drug test and criminal background check

**Education and Qualifications**

* Bachelor’s Degree in Environmental Science or related field
* Emphasis in climate related coursework and one year of work experience in a climate related field
* Master’s Degree in Environmental Policy or related field preferred (can substitute for required work experience)
* Experience working with a Native American tribe preferred
* Must have a Valid Washington State Driver’s License or ability to obtain one within 90 days of hire

For more information or questions contact Julie Ann Koehlinger, Natural Resources Director 360-780-0551 or [julie.koehlinger@hohtribe-nsn.org](mailto:julie.koehlinger@hohtribe-nsn.org)

To submit an application visit <https://hohtribe-nsn.org/human-resources/>

Except as provided by the Federal Indian Preference Act, Title 25 USC 45 – 46, there will be no discrimination in selection process for this position because of race, color, age, sex, national origin, physical handicap, 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 are encouraged to apply.