
Job Description: Tribal Liaison – Community Based**General Information**

Job title: Tribal Liaison - Community Based	Department: Environmental
	Reports to: Director of Environmental
Schedule: Varied (5-8 hours per week)	
Location: Ambler Road Region	FLSA Status: Non-Exempt
Class: Seasonal part time	Staff supervision: No
Travel required: No	

Summary

Individuals will provide support to the overall cultural/archaeological program for the Ambler Access Project (AAP) under the requirements of the AAP Cultural Resources Management Plan and AAP Programmatic Agreement. The community-based tribal liaison will assist with the development and implementation of field contractor training, review of project documents/reports, maps, and other information on an as-needed basis. Community-based tribal liaisons will meet with community members to share project activities and solicit input on potential project conflicts with culturally significant locations or places/areas of ancestral use. Community-based tribal liaisons may also support the gathering and identification of culturally relevant information for the project area, including historic use areas, and culturally or religiously significant places.

Hiring for this position anticipated to take place in April 2022

Essential Duties and Responsibilities

- Provide support as directed for the review of documents, maps, and other project information to provide local-input and knowledge that is relevant to the AAP Cultural Resource Management Program.
- Perform interviews and research to identify culturally relevant information for the project area, including historic use areas and culturally or religiously significant places in the AAP area.
- Provide support for the development of contractor training materials and modules/courses; assist in providing training as requested/necessary.
- This position has no supervisory responsibilities.
- Other duties that are pertinent to the AAP cultural resource management program's success also may be assigned.

Minimum Requirements

- High School diploma or GED equivalent required.
- Applicants must be knowledgeable in the historic uses of the region, cultural practices, and historical uses of the area.
- Experience with data collection, research, and interviewing preferred.

Preferred Requirements

- Local knowledge and/or residency in the following communities is preferred: Alatna, Allakaket, Huslia and Hughes

Competencies

- Ability to communicate and provide transparent information on the status of the survey activities to multiple stakeholders, including members of the communities in the region.
- Understanding of the cultural practices and history of residents in the area.

Working Conditions and Physical Requirements

- The Community-based Tribal Liaison will work in their home communities to support the AAP Cultural Resource Management Program. Weather: Indoors/Outdoors – Frequent exposure to moderate to harsh weather conditions. Requires work to be done both inside and outside, with majority of work outside on field survey teams.
- Noise level: The noise level in the work environment is usually quiet.
- Description of environment: Typically indoors in an office, home, or community building.
- Physical requirements: Employee is required to occasionally lift and/or move up to 25 lbs. Frequently required to sit, stand, walk, use hands/fingers to handle or feel, climb, stoop, kneel, crouch or crawl, talk/hear, see, taste/smell, and carry weight/lift.
- Travel: Employee may travel to remote areas and may be required to use alternative modes of transportation, including but not limited to snow machines, boats, small airplanes, helicopters and ATVs.

Required Language

Equal Opportunity Employer/Shareholder Preference

KCorp Support Services, Inc. (KSS) is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status or any other characteristic protected by applicable law. KCorp grants employment preference to shareholders of KCorp and their spouses and descendants to the extent allowed by law.

It is KSS policy to conduct background checks, drug testing and a physical assessment, as applicable, once an offer has been accepted, in accordance with company and/or contract requirements.

Accommodation Request

If you are a job seeker with a disability and require accessibility assistance or an accommodation to apply for one of our jobs, please submit a request by telephone or via email. In order to appropriately assist you with an accommodation, we ask that you please specify the assistance needed in order to access our jobsite and post for a position. The dedicated email and telephonic options are listed below and are reserved only for individuals with disabilities needing accessibility assistance.

To request an accommodation by telephone, contact us at: 1-907-452-8119
To request an accommodation by email, contact us at info@kcorp.alaska.com