



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## JOB ANNOUNCEMENT

### JOB TITLE: Salmon Enhancement Biologist III

**OPEN:** June 14, 2019

**EXEMPT:** Yes

**SALARY GRADE:** (9) \$25.09-\$28.10 DOE

**SHIFT:** Day

**LOCATION:** Admin. Building/Hatcheries

**DURATION:** Regular Full Time

**CLOSES:** July 12, 2019

**JOB CODE:**

**DIVISION:** Salmon Enhancement

**DEPARTMENT:** Natural Resources

**SUPERVISOR:** Enhancement Manager

**VACANCIES:** 1

**JOB SUMMARY:** The Salmon Enhancement Biologist III works closely with the Salmon Enhancement Program Manager and Hatchery Managers to achieve the LIBC resolution interim goal of mid-1980's harvest rates through hatchery production. The incumbent provides technical and administrative support to the Salmon Enhancement Division of the Lummi Natural Resources Department and serves in a lead role for all aspects of hatchery program monitoring and evaluation for multiple regional salmon enhancement programs. The Salmon Enhancement Biologist III is required to conduct monitoring and evaluation of hatchery programs, maintain and update multiple databases, produce written technical reports, and assist with administrative duties. The incumbent performs all duties in strict accordance with Hatchery and Genetic Management Plans, National Pollutant Discharge Elimination System permit requirements, Fisheries Co-Manager policies, and all LIBC policies and procedures.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. **Data Collection and Data Management:** In accordance with Hatchery and Genetic Management Plans and the Lummi Hatchery Standard Operational Procedures, coordinate and conduct biological sample collections on adult fish at hatcheries for coded-wire tags, DNA, otoliths, scales, PIT-tags, and external research tags. Organize, manage, and conduct QA/QC of collected samples and ensure samples are transferred and/or reported to applicable entities by established deadlines. Maintain and update electronic databases on a regular basis.
2. **Data Analysis:** Conduct complex analysis of data related to evaluating program performance and program contribution to harvest and natural escapement. Conduct Regional Mark Information System (RMIS) queries to evaluate and interpret coded-wire tag release and recovery data. Analyze and evaluate thermal otolith mark data from hatchery broodstock collection, harvest, and natural escapement.
3. **Program Monitoring and Evaluation:** Fulfill a diverse range of duties related to monitoring and evaluating hatchery programs. Conduct QA/QC sampling on juvenile fish during or after marking and coded-wire tagging and maintain electronic records of effective mark rates and tag

retention rates. Perform in-season monitoring of hatchery-origin juvenile salmonid growth gains and provide recommendations to adjust daily feed ration and pond loadings.

4. Passive Integrated Transponder Tag Studies: Conduct and coordinate annual PIT-tagging of juvenile and adult salmonids at regional hatcheries and in the field. Download tag data and manage PIT-tag databases and conduct tag analyses. Procure supplies and materials necessary for tagging or interrogation sites, and coordinate tagging operations to meet monitoring and evaluation guidelines. Assist with the maintenance and operation of PIT-tag interrogation sites.
5. Support of NPDES and TMDL Permit Requirements: In coordination with hatchery staff members, ensure monitoring and data collection requirements for NPDES permits are fulfilled. Manage chain-of-custody forms, compile and file water quality reports, maintain electronic records of analysis results and sampling records on a monthly basis. Deploy and maintain temperature data loggers and download data logger files according to established schedules. Manage and enter temperature data into the database, conduct temperature data analysis, and produce written reports as needed. Prepare and maintain Material Safety Data Sheets (MSDS) for medication and chemicals used at hatcheries. Assist with preparation and submission of monthly NPDES permit Discharge Monitoring Reports and annual reports.
6. Reports and Technical Writing: Assist in the preparation of technical reports, including South Fork Chinook Rescue Program reports, Salmon Enhancement Division annual reports, salmon recovery documents, strategic plans, and research or project reports.
7. Administrative Support: Assist with the preparation and submission of grant applications. Following established policies and procedures, procure operating supplies by requesting quotes, submit invoices for payment, and track budget expenditures. Assist with the preparation of permit applications required for compliance with local, state, or federal regulations. Assist with annual procurement of coded-wire tags, fish feed, operating supplies, and other procurement needs.
8. Support of Hatchery Programs: Perform routine fish culture duties, including repairs and maintenance, when required. Assist with coordinating and leading adult or juvenile fish or egg transfers. Deploy and maintain electronic fish counters, and recover data from electronic fish counters.
9. Salmon Enhancement Program Research: Assist with the conceptual development, design, and implementation of studies or research related to salmonid enhancement rearing or survival studies.
10. Marking and Tagging Coordination: Assist with the annual coordination of adipose fin marking, coded-wire tagging, and thermal otolith marking at regional hatcheries, including coordinating marking and tagging schedules with hatchery, NWIFC, and WDFW personnel.
11. Medicated Treatment of Fish: Assist with the control and treatment of pathogens for adult and juvenile fish when needed. Ensure drug and chemical applications are conducted following veterinarian guidelines and label use and that drug and chemical applications are recorded following established protocols and procedures.

12. Meeting and Workshop Attendance: Attend technical meetings, workshops, and classes as required.
13. Support of Other Natural Resources Divisions: Assist with the implementation of various fisheries monitoring and evaluation projects within the Nooksack River basin, including spawning ground surveys and research fisheries.
14. Other Duties as Assigned: Perform other duties as assigned by supervisors within the general scope of work described.

#### **MINIMUM QUALIFICATIONS:**

- Must possess a Bachelor of Science degree involving major study in fisheries biology, environmental science, or highly related field
- 2 years of professional level experience in salmon enhancement, aquaculture, or fisheries management, which **must** include 1 year equal to a Natural Resources Specialist I.
- A Master of Science degree (preferred) in one of the above fields will substitute for one year of the required experience
- Strong computer background using word processing, spreadsheet, database, and presentation software.
- Must possess a valid Washington State driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

#### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Demonstrated competency conducting RMIS queries and CWT data analysis.
- Ability to work independently and consistently perform as a highly motivated self-starter.
- Demonstrated ability to follow oral and written directions.
- Demonstrated competency with technical report writing and scientific principles and terms.
- Ability to perform strenuous manual labor and during adverse weather conditions.
- Basic boat handling and aquatic safety skills are highly desirable.
- Demonstrated knowledge and skills in carpentry, plumbing, electronics and metal fabrication.
- Ability to establish and maintain effective working relationships with all levels of staff and to work in teams.
- Ability to effectively utilize work time and to work beyond normal work hours when this is required to meet task objectives in a timely fashion.

#### **REQUIREMENTS:**

- Must pass the Salmon Enhancement Test, which is structured to test knowledge of the salmon enhancement field and writing skill.
- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- This position is essential for the effective management of Treaty Right fisheries and may be eligible for federal income tax exemption pursuant to Section 7873 of the Internal Revenue Code.
- Position requires extensive Criminal Background Check.

- Must maintain strict confidentiality at all times.

**TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/Website.php?PageID=381> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov) For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.