

THE HOPI TRIBE  
OFFICE OF RANGE MANAGEMENT

**RANGE TECHNICIAN**

**INTRODUCTION:** This position is responsible for performing technical work in implementing range improvements and providing needed services in the Hopi Partitioned Lands (HPL) in support of the Office of Range Management.

**DUTIES:** (The following examples of duties are intended to be illustrative only and are not intended to be all inclusive or restrictive).

1. Assists livestock owners in the application, construction and maintenance of range management practices including proper range utilization, effective use of equipment, supplies and compliance with applicable grazing laws and regulations and approved Range Management Plans.
2. Assist Bureau of Indian Affairs (BIA) personnel in conducting forage utilization and production surveys to establish current and/or future livestock carrying capacities and stocking rates on Hopi rangelands.
3. Attains range resources data of performing conservation and restoration projects in coordination with tribal, BIA and other state, federal agency personnel.
4. Records land use patterns, traditional use areas, reactions and sentiment of the people toward Range Management Planning and other matters; prepares and submits findings to supervisor.
5. Assist in conducting educational training and seminars on range problems; interpret, explain and demonstrate recognized range practices to livestock producers, Hopi Tribal Council and other agencies; coordinate planning efforts and execution of Range Management and development programs.
6. Prepares and submits Range Management Plans for review and approval in accordance with the Hopi Tribe's goals/objectives and in cooperation with Bureau of Indian Affairs (BIA).
7. Prepares maps, which includes range improvements, utilization surveys, unit boundaries, trespass locations and other use areas.
8. Performs other related duties as assigned and authorized to meet program objectives.

**COMPLEXITY:** The work involves varied duties requiring different and unrelated processes and methods. The incumbent in consultation with the supervisor carries out established goals and objectives, priorities and plans and is expected to work within the established guidelines, policies/procedures and regulations. The work involves making decisions concerning planning of the work, interpretation of considerable data or refining the methods and techniques to be used.

**SUPERVISION RECEIVED:** The incumbent's supervisor makes assignments with clear, detailed, and specific instructions. Incumbent works independently as instructed, and consults with the supervisor as needed on all matters not specifically covered in the original instructions. Errors may

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result in time delays, increased costs, and ineffectiveness of services. The work is reviewed for accuracy and adherence to established policies, procedures and regulations

**PERSONAL CONTACTS:** Contacts are with other employees, the general public, Hopi Tribal Council/Tribal Standing Committees, Federal, State, and County agency personnel involved in grazing related programs.

**PHYSICAL EFFORT & ENVIRONMENTAL FACTORS:** Some work is performed in a standard office environment. Travel on and off the reservation is required. The work requires physical exertion such as long periods of standing, walking over rough, uneven or rocky surfaces; recurring bending, crouching, stooping, stretching, reaching, or similar activities. May be required to lift objects up to 90 pounds or more and wear protective clothing or gear.

**MINIMUM QUALIFICATIONS:**

1. Required Education, Training and Experience:

A. Education : Two (2) years post high school in Range Management or related Natural Resources field;

AND

B. Experience : Four (4) years work experience in a range conservation program.

OR

C. Any equivalent combination of Education, Training and Experience, which demonstrates the ability to perform the duties of the position.

2. Required Knowledge, Skills and Abilities:

A. Knowledge : Knowledge of range management techniques, practices and applications; range conservation practices and methods; surveying tools and instruments

Knowledge of range utilization, soil and water conservation practices; application of re-vegetation techniques and installation of range developments

Working knowledge of Hopi agricultural and grazing techniques

B. Skills : Skill in preparing and utilizing maps and surveying instruments

Verbal and written communication skills

C. Abilities : Ability to interpret, demonstrate and conduct presentations on range management practices and information

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Ability to accomplish work according to established goals/objectives, priorities and timelines; plan and organize work methods

Ability to interpret and apply appropriate methods of blueprints and constructions drawings

Ability to establish and maintain effective working relationships with others

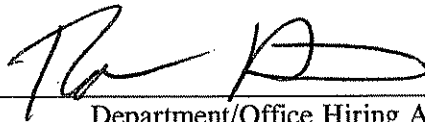
**NECESSARY SPECIAL REQUIREMENT:**

1. Possess a valid driver's license and complete/pass the Hopi Tribe's Defensive Driving Course.

**PREFERRED QUALIFICATION:**

1. Speak and understand the Hopi language to interpret Hopi to English and vice-versa.

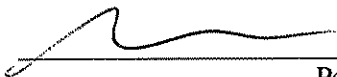
REVIEWED BY:



Department/Office Hiring Authority

Date

APPROVED BY:



Personnel Director

9-13-00

Date