

**MECHOOPDA INDIAN TRIBE OF CHICO RANCHERIA**  
**125 Mission Ranch Blvd, Chico, California 95926 (530) 899-8922 FAX (530) 899-8517**

**JOB DESCRIPTION**

**This is a Part time Temporary Position**

**Position:** *Cultural Monitor*  
**Reports to:** THPO, OEPP Director  
**Supervises:** None  
**Salary Range:** Grade 12, Step 6  
**Status:** **None Permanent**

**Position Summary**

The Cultural Monitor will serve as a staff representative of the Tribal Historic Preservation Office (THPO) of the Mechoopda Indian Tribe. The Monitor will be assigned to development/construction projects to participate in and observe archaeological excavations and construction activities in culturally significant areas. The Cultural Monitor will inspect the ground during soil-disturbance and identify and protect cultural resources.

**Specific Responsibilities**

1. Ability to recognize cultural artifacts, human remains, village sites, and midden deposits. Must have the ability to read maps.
2. Monitor all ground distributing activity including mass grading, grubbing, weed abatement, trenching and any excavation on previously disturbed and undisturbed ground.
3. Ability to work with others, maintain professionalism, and abide by safety protocols.
4. Request excavation work to stop so that new discoveries can be evaluated.
5. Help to ensure Native American human remains and any associated grave items are treated with culturally appropriate dignity.
6. Attend/participate in job-related conferences & trainings, including some travelling & overnight stays.

## **Qualifications**

Any combination of experience and education that would provide the required knowledge and abilities to perform the duties listed above. Preferred experience and training include:

1. Must have knowledge of Northwestern Maidu cultural resources and traditions
2. Complete Cultural Monitoring Training
3. Minimum high school diploma or G.E.D., advanced degree preferred
4. Must be 18 years of age, or older.
5. Valid Driver's Licenses and Proof of Insurance
6. Must have a flexible schedule.
7. Must have reliable transportation
8. Must agree to attend quarterly cultural resource workshops.
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## **Other Requirements**

1. Must be eligible for coverage under the tribe's vehicle insurance policy. Must possess a valid California driver's license, provide a current DMV printout and must be willing to travel during or after regular working hours.
2. Preference in hiring is given to qualified American Indians in accordance with the Indian Preference Act (Title 25 U.S. Code § 472 and 473). Applicants claiming Indian preference must submit verification by Tribe of affiliation or other acceptable documentation of Indian heritage.
3. This work involves long periods of sitting and may include walking, bending, crouching, stooping, stretching, reaching, or similar activities, and lifting of moderately heavy items, up to 20 lbs.
4. Must be able to satisfactorily complete a background check, fingerprint live scan, and pre-employment physical, if applicable.
5. Must be able to satisfactorily pass a pre-employment drug/alcohol/substances test pursuant to the Drug-Free Workplace Act of 1988.
6. This work involves some physical exertion, such as long periods of standing, walking over rough, wet, or uneven or rocky surfaces; recurring bending, crouching, stooping, stretching, reaching or similar activities, or recurring lifting of moderately heavy items (50 lbs. or more).