



Navajo Natural Heritage Program  
Navajo Department of Fish and Wildlife  
PO Box 1480  
Window Rock, AZ 86515



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## Position Announcement

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**Title:** Planner/Cultural Plants Coordinator

**Start/End Date:** Jan 1<sup>st</sup>, 2022-Dec 31<sup>st</sup>, 2024 (with possibility of extension contingent on funding)

**Salary:** \$19.87/hour and per diem reimbursement for travel

**Reports to:** Jesse Mike, Forester & Nora Talkington, Botanist

**Location:** Window Rock, Arizona

**Summary:** The Navajo Natural Heritage Program is the sub-department with the Navajo Department of Fish and Wildlife which is responsible for tracking, managing, and conserving endangered and vulnerable plant and wildlife species on the Navajo Endangered Species List. As part of an initiative to take an active role in restoring wildlife habitat, the Heritage Program started the Diné Native Plants Program in 2017. This program focuses on collecting, banking, and propagating plant species important to ecological diversity, restoration, and culture, and is the result of a partnership between Navajo Fish and Wildlife and the Navajo Forestry Department in Fort Defiance, AZ. The Diné Native Plants program (DNPP) has a native seed banking program, and we use collected seed to grow genetically-appropriate restoration, rare, and culturally-important plants. This effort provides native plant materials for riparian, reclamation, and upland restoration projects as well as provides public access to and outreach about culturally-important plants.

Navajo Fish and Wildlife is hiring one (1) Planner/Cultural Plants Coordinator to assist with developing the community outreach and traditional uses of plants component of the DNPP.

**Essential Responsibilities and Functions:** The Cultural Plants Coordinator will be based out of the Division of Natural Resources building in Window Rock and/or at the Navajo Forestry Department greenhouse in Fort Defiance, AZ and will work closely with the NNHP Forester and Botanist.

- **Chapter Outreach:** Attend planning meetings and monthly chapterhouse meetings at chapters where DNPP has proposed ecological restoration activities. Present to communities about proposed DNPP activities, obtain preliminary feedback and assist DNPP to prioritize which projects should occur first based on community needs and concerns. Hold public scoping meetings for chapters occurring within the priority project areas to get community feedback on restoration plans developed by DNPP. Assist the DNPP team in incorporating community feedback from scoping meetings into restoration design plans. Work with elected grazing officials from each chapter to obtain explicit permission from grazing permittees to install fencing, water catchments, or additional infrastructure that may impact forage availability. When final plans have been developed and permissions have been obtained, the coordinator will work with chapter elected officials to obtain chapter resolutions approving DNPP restoration activities.



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- **Community Engagement:** Involve the public to engage with restoration activities occurring in their communities by hosting volunteer days when community members will assist with restoration activities such as willow and cottonwood pole collecting, seed collecting, planting, fence installation, watering, seeding, building rock structures, post-project monitoring, wildlife monitoring, etc. Coordinate and host workshops for the public about cultural uses of native plants. This will involve finding traditional practitioners willing to lead the workshop, organizing workshop space, gathering materials, recruiting participants, and documenting workshop take-aways for the DNPP website.
- **Develop Network of Traditional Practitioners:** Build a network of Diné herbalists/traditional practitioners willing to: 1) lead community workshops about traditional uses of native plants. 2) Provide a traditional perspective to the DNPP about best practices for collecting and growing culturally-important plants for restoration and community use which incorporate traditional beliefs and methods.
- **Administration:** Monitor progress and/or accomplishments through review of work plans. Submit monthly, quarterly and annual activities & accomplishment reports. Attend Department of Fish and Wildlife staff meetings. Serve as coordinating & planning liaison with Federal, State, NGO, and Tribal agencies/programs.

#### **Minimum Qualifications:**

- Bachelor's degree in Community Planning , Architecture, Engineering, Sociology, Geography, Economics, Political Science, or a closely related field; or an equivalent combination of education and experience.
- Plus two (2) years' responsible experience in community outreach or planning.
- Proficient Navajo language skills.
- Proficient in Microsoft Office software.
- Knowledge and familiarity with Diné traditional beliefs and an interest in culturally-important plants.
- Valid driver's license.
- Ability to work independently and with others.
- Skill in communicating effectively in oral and written form to the public, in both English and Navajo, to Navajo governmental organizations, the scientific community, and other regional plant programs.

#### **Preferred Qualifications:**

- Master's degree in Urban Planning, Community Development, Ethnobotany, Indigenous Studies, or closely related field.
- Excellent Navajo language skills (both oral and written).



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**Physical Requirements:** Work will occur in the office, communities, and field settings. Community work will involve attending and speaking at community chapterhouse meetings and talking with community residents, volunteers, and elected officials and will require standing or sitting for long periods of time (80% of time overall). Field tasks include leading volunteer groups in ecological restoration work such as seed collecting, tree planting, fencing, etc. and will require hiking up to 5 miles, standing, bending over, and lifting up to 50 lbs. (10% of time overall). Field and community work may require being away from the work site for 2-5 days at a time in remote areas with limited cell phone service. Lab and greenhouse duties (10% of time overall) may involve lifting up to 50lbs, bending over, and standing for long periods of time.

**To Apply:** Job Vacancy Announcement (JVA) and application instructions found here: <http://www.dpm.navajo-nsn.gov/jobs.html>.

**Contact:** Jesse Mike ([jmike@nndfw.org](mailto:jmike@nndfw.org)) or Nora Talkington ([ntalkington@nndfw.org](mailto:ntalkington@nndfw.org))