



# Affiliated Tribes of Northwest Indians

## Job Announcement

### Job Title: Climate Resilience Program Director

**Classification:** Full Time/ Salaried

**Salary:** \$90,000 – 130,000/year (location dependent and commensurate with experience)

**Benefits:** Excellent benefits include health care coverage (vision and dental included), paid holidays, accrual of paid time off (PTO), mileage reimbursement for regional travel (or vehicle rental), and a 401k program.

**Location:** ATNI headquarters office in Portland, Oregon or Spokane, Washington Satellite Office with opportunities for remote telework.

**Reports to:** Executive Director

*Please apply before July 1, 2022*

#### **Summary**

This full-time position is an employee of the Affiliated Tribes of Northwest Indians (ATNI) and will provide strategic direction and management of our Climate Resilience program. ATNI is a nonprofit organization representing 57 Northwest tribal governments from Oregon, Idaho, Washington, southeast Alaska, Northern California, and Western Montana. ATNI is an organization whose foundation is composed of the people it is meant to serve. ATNI's purpose is to provide a forum for sharing information with its member Tribes; develop consensus on matters of mutual importance; assist member Tribes in their governmental and programmatic development consistent with their goals for self-determination and self-sufficiency; and provide for effective public relations and education program with the non-Indian communities. Through its conferences, forums, networks, and alliances, it is the intent of ATNI to represent and advocate for the interests of its member Tribes to Indian and non-Indian organizations and governments.

#### **Program Overview**

The Climate Resilience Program works to identify and implement best practices and approaches to address climate change impacts to ATNI Tribes and communities. This includes strategies to protect Tribal rights and trust resources, while promoting effective government-to-government consultation on climate impacts and programs. Programmatic goals include:

- Ensuring ATNI member Tribes are engaged and aware of opportunities provided by federal/state/tribal climate change and tribal resilience programs.
- Serving as a clearinghouse for and coordinator of tribal and intertribal efforts related to climate and tribal resilience.
- Supporting ATNI's participation in regional, national, and international climate policy, adaptation, and mitigation efforts.
- Supporting ATNI member Tribes in identifying and securing funding to build tribal resilience and capacity.

### **Duties and Responsibilities**

- Develops strategy and guidance for the Climate Resilience Program while managing staff (including Tribal liaisons, program coordinators, interns and fellows, contractors, and volunteers), and operations (including administration of grants). Ensures that ATNI accomplished our programmatic goals and objectives.
- Understands the breadth of our programming and value of our services provided to ATNI Tribes.
- Engages with regional and national climate change and tribal resilience organizations to ensure ATNI Tribes are aware and able to take advantage of the federal, state, tribal, and non-profit climate change programs, and opportunities.
- Assists ATNI leadership and partners to research and draft policy related to climate change, adaptation, and mitigation efforts and provides assessments of the policy impacts for Tribes.
- Ensures ATNI representation on panels, strategy sessions, workshops, and meetings at all levels, including the NCAI Climate Action Task Force Technical Committee.
- Ensures continued financial support for ATNI and programmatic activities and staff through grants, philanthropy, partnerships, governmental funding, and contractual relationships.
- Comprehends ATNI's memorandum of understanding and relationships between our Program, the BIA Tribal Climate Resilience Program, and the Northwest Climate Adaptation Science Center (NW CASC); the relationships between our Program, our Tribes, and our external partners. Fosters internal and external partnerships to maximize benefits of our program for Tribes.
- Facilitates information sharing with and support for ATNI and its member tribes regarding climate resilience funding for building tribal capacity. Ensures regular communications and outreach of ATNI's member tribes via the ATNI Climate Change website, the Pacific Northwest Tribal Climate Change Network, and other media forums.
- Ensures that ATNI serves as a clearinghouse for and coordinator of tribal and intertribal climate resilience efforts.
- Oversees the coordination, planning, logistics, accounting, and programmatic activities for our internship program, training, workshops, conferences, including ATNI's Tribal Climate Camps, Tribal Leadership Climate Summits, among others.
- Supervises ATNI's climate support efforts to tribal governments and climate resilience stakeholders in coordination with the NW CASC and other partners.

## **Qualifications and Required Skills/Abilities**

- Graduate degree preferred with five years of experience required, in an area relevant to Tribal climate resilience and / or climate change.
- Demonstrated knowledge and experience related to a) environmental sustainability, b) traditional knowledge, and c) exposure of indigenous peoples to the impacts of climate change, adaptation, and interpretation of locally relevant research.
- Demonstrated understanding of tribal governments and communities, values, needs, Indigenous knowledge, and knowledge of tribal treaty rights and federal trust relations.
- Demonstrated knowledge and expertise working with Indigenous communities in the Northwest on climate change adaptation and / or climate resilience.
- Strong oral and written communication skills, especially the ability to write funding proposals, regionally or nationally relevant documents or reports, and documents accessible to technical and non-technical communities.
- Demonstrated ability to work both independently and collaboratively.
- Demonstrated ability to organize, prioritize, document, and manage multiple projects.

## **Disclaimer:**

This job description in no way implies that these are the only duties performed by the incumbent. At all times, employees will be required to follow any instruction and to perform any other duties within this or a lower job level upon the request of the supervisor. At times employees may also be required to perform higher-level duties and may need to receive additional instruction and/or increased supervision to accomplish these higher-level duties. Employees are required to abide by the policy of the organization as outlined in the Constitution of the Affiliated Tribes of Northwest Indians and ANTI Bylaws, policies, at the direction of the Executive Board. ATNI and the Executive acknowledge that Executive's employment is and will continue to be at-will, as defined under applicable law. Special considerations in filling vacancies is given to qualified Indian candidates in accordance with the Indian Reorganization Act of 1934 (Title 25, USC, Section 472)

**Required application materials:** Applicants must submit cover letter that states their status as a citizen of a Tribal Nation; emphasizes their experience with Indigenous communities; climate impacts and/or resilience; résumé; unofficial transcripts (undergraduate, graduate, etc.); salary history; and a writing example (publications, reports, funding proposal, etc.).

**Instructions:** Applications will be accepted until June 27. All required materials must be e-mailed as a single pdf to [HumanResources@atntribes.org](mailto:HumanResources@atntribes.org). Subject line should include: 'Climate Resilience Program Director'.

## **For more information, contact:**

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Acting Executive Director

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