

## Upper Mokelumne River Watershed Authority

### – Tribal Liaison Position Description and Recruitment –

The Upper Mokelumne River Watershed Authority (UMRWA) is a Joint Powers Authority (JPA) comprised of six water agencies and the counties of Amador, Calaveras and Alpine. The Authority is engaged in the stewardship of the Upper Mokelumne's natural resources, with a mission of developing partnerships, formulate plans, execute projects, and leverage federal and state investments for widespread regional benefit. UMRWA serves as a lead partner for forest project planning and contracting fuel reduction and restoration projects within the two National Forests that span the watershed, including the Eldorado and Stanislaus National Forests.

UMRWA is seeking a Tribal Liaison to establish and foster beneficial relationships with Tribes having an interest in forest stewardship activities in the Upper Mokelumne River watershed. This position will serve as UMRWA's main point of contact with the Tribes within the region to promote and facilitate Tribal input on forest planning and project implementation activities within the Eldorado and Stanislaus National Forests. The successful candidate will be one who demonstrates the ability to establish and maintain constructive relationships with multiple Tribal communities and the capacity to assist Tribal representatives to engage and communicate their interests in forest-related initiatives.

This is a part-time contracted position funded by grants. The initial contract term will be for one year. Approximately 25 hours per month on average are expected. The position reports to the UMRWA Executive Officer. Pay is competitive and based on experience.

#### THE WORK

This position requires a culturally adept representative and advisor who can apply communications and engagement strategies to develop relationships and work constructively with Tribal communities. The main responsibilities of this position are:

- Develop and foster relationships with Tribal communities, including representatives of Tribal governments, tribal leaders, tribal organizations and tribal-led organizations across the region.
- Serve as UMRWA's liaison with Tribes and Tribal communities in the region, regularly meeting with them via their preferred method to provide information on the Authority's planned and ongoing forest initiatives, addressing questions and issues, and soliciting and facilitating involvement and input.
- Prepare and deliver presentations to Tribal Governments and organizations as a means of engaging Tribal participation in forest-related issues of Tribal interest.
- Coordinate with Tribal Governments and organizations in their review of forest project plans and environmental documents, and assist in developing and submitting Tribal responses/comments to the UMRWA Forest Health Staff.

- Coordinate annual meetings with the Eldorado and Stanislaus National Forests Archaeologists to update UMRWA's federal partners on the Authority's informal tribal consultation and liaison efforts.
- Regularly update Exhibit B (Tribal Contact List) of UMRWA's Tribal Engagement Plan.
- Develop, recommend, and implement enhancements to UMRWA's Tribal Engagement Plan to achieve broader inclusion of Tribal interests in the Authority's forest initiatives and prepare an Update to the Plan by December 31, 2025.
- Research, organize, and prepare reports that address issues that relate to the tribes.
- Document Tribal relationship building by maintaining UMRWA's outreach and communication log and through recording documents such as flyers, meeting agendas, attendance rosters, and photographs, as agreed to by Tribal entities or members.
- Assist with UMRWA's grant progress reports, specific to Tribal outreach and engagement.
- Demonstrate organizational skills, attention to detail, and follow-through on commitments.
- Participate in UMRWA team regular meetings approximately twice per month (via Zoom).

#### IDEAL QUALIFICATIONS

- Affiliation with or networks within the Tribal communities with interest in forest-related activities within the Upper Mokleumne River watershed.
- The ability to work independently and as part of a team, and to represent UMRWA in a professional, positive, and constructive manner.
- High level of comfort interacting with people; the position requires considerable time listening to, sharing with and engaging Tribal representatives with diverse backgrounds. An outgoing personality is a plus.
- Previous Tribal and/or community liaison experience.
- Knowledge of Tribal culture, history, current issues and conflicts, and key leaders, in the Sierra Nevada.
- Good writing and computer skills (email, word processing, videoconferencing).
- High school degree or equivalent; some college is desirable, but not required if appropriate life experience is demonstrated.

#### WORK ENVIRONMENT

This is a fully remote position. However, the Tribal Liaison will occasionally be expected to travel to and participate in in-person meetings, as needed.

Interested Individuals should submit a cover letter and resume, including three professional references to UMRWA Project Manager Regine Miller at [regine.miller3@gmail.com](mailto:regine.miller3@gmail.com). Initial review of applications will begin on January 9, 2025. This position is open until filled.

Questions regarding the position and/or the application process should be directed to Regine.