



**AMERICAN INDIAN COUNCIL
OF MARIPOSA COUNTY**

SOUTHERN SIERRA MIWUK NATION
P.O. Box 186 · Mariposa, California 95338
SouthernSierraMiwukNation.org

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STEWARDSHIP COORDINATOR

Job Title:	Stewardship Coordinator	Position Type:	Independent Contractor, Project Based approx. 15 hrs per week*
Location:	Miwumati Healing Center 4629 Hwy 49 S, Mariposa	Wage:	\$20.00 per hour

**there is potential to expand to full-time dependent on grant/project funding*

<p>Application Accepted By:</p> <p>Email Resume and Cover Letter to: claymiwumati@gmail.com Subject Line: "Stewardship Coordinator"</p> <p>*OR*</p> <p>Drop off Resume and Cover Letter in person at: Miwumati Healing Center 4629 Hwy 49S, Mariposa, CA 95338 Mon-Thurs 8am-4pm</p>
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Southern Sierra Miwuk Nation, operating through our nonprofit American Indian Council of Mariposa County (AICMC), is expanding our efforts to protect sacred sites, promote traditional culture and stewardship of our homelands through research, conservation, restoration, and education. These efforts to revitalize indigenous stewardship of the Tribe's traditional territory and restore balance to Mother Earth include:

- Cultural burning;
- Native plant propagation and restoration;
- Forest stewardship;
- Education and engagement for the Tribal community;

4630 Ben Hur Road · P.O. Box 186 · Mariposa, Ca. 95338
209-966-3245 · 209- 742-2233 FAX
Email: ssmiwuknation@gmail.com

POSITION DESCRIPTION:

The Stewardship Coordinator will work closely with the tribal Project Manager to develop a multifaceted stewardship program under the umbrella of AICMC. Goals of this program will focus on restoring reciprocal relationships between tribal members and our native landscapes, survival of traditional knowledge, and healing of the land for all our relatives. This program will address many aspects of stewardship, from the implementation of cultural burns to the ecological enhancement of native plant communities and the reduction of hazardous fuel loads.

The Stewardship Coordinator will assist the Project Manager in organizing volunteers, recruiting staff, planning and executing trainings, collaborating with tribal and non-tribal partners, and conducting cultural burn activities. This position is also responsible for tracking time spent on each project, and assisting Project Manager with grant reporting as needed.

The Stewardship Coordinator should have the discipline and accountability needed for programmatic success while promoting the cultural and personal wellbeing of the stewards and the values of the Southern Sierra Miwuk Nation. This position will work closely with the Project Manager and Managing Director to ensure project goals are met and to effectively identify and resolve immediate and systemic barriers to the success of the team and the stewards.

DUTIES AND RESPONSIBILITIES:

- Assist in assessing needs, purchasing, maintaining, and inventorying equipment, tools and gear
- Participate in recruiting and onboarding tribal stewards and volunteers
- Participate in job related trainings and meetings
- Help secure training and certifications for tribal stewards
- Accompany stewards into the field, supporting their day-to-day work, helping to resolve problems and remove roadblocks, and ensuring that work is completed in an efficient, safe, and effective way
- Collaborate with both intertribal and non-native partners and organizations to develop relationships that support our work
- Assist in identifying areas and times appropriate for cultural burning and land restoration based on ethno-botanical, archeological, and historic research
- Assist in preparing cultural burn plans and securing all necessary permits, approvals, and insurance for these burn activities
- Assist in tracking team hours and activities for grant reporting
- Prepare outreach and educational documents to share with the community

Note:

This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

QUALIFICATIONS

REQUIRED:

- Must possess a valid driver's license and have reliable personal transportation
- Must possess strong communication skills, with a commitment to clear and honest communication.
- Must have experience working with indigenous communities. Commitment to understanding of the history, culture, and needs of the Southern Sierra Miwuk Nation.
- Must respect cultural and human diversity; must be willing to maintain professional relationships with intertribal and non-native partners
- Must be committed to maintaining values of land stewardship, cultural preservation, protection of biodiversity, watershed health and reciprocal relationships
- Must be proficient in email communication and computer literate

PREFERRED:

- 1+ years of experience in land stewardship, habitat restoration, cultural/prescribed fire, forestry, environmental science, cultural monitoring, or other related field
- Experience working with nonprofits or tribal organizations
- Strong knowledge of cultural practices of indigenous Californians

Tribal and Indian Preference

The Southern Sierra Miwuk Nation is a Non-Federally Recognized Tribe and conducts business through the non-profit American Indian Council of Mariposa County, and in accordance with the Tribe's employment policies, has implemented a Tribal and Indian Preference. Pursuant to this Policy, Miwuk Nation shall give preference in hiring in the following order of priority: (1) Citizens of the Southern Sierra Miwuk Nation, (2) All Native Americans who are members of or affiliated with a California Indian Tribe with ties to Yosemite Valley and Mariposa County, (3) All Native Americans who are members of or affiliated with any other California Indian Tribe, and (4) All other Native Americans who are members of a Native American/Alaskan Native Tribe.

Aside from employment preference as provided in this section, the Southern Sierra Miwuk Nation shall not discriminate because of race, creed, age, sex, color, national origin, religion, sexual orientation, marital status, medical disability, or political affiliation.

Drug and Alcohol Free Workplace.

For more information about AICMC, aka Southern Sierra Miwuk Nation, visit:

www.southernsierramiwuknation.org