



TRIBAL PERSONNEL DEPARTMENT

JOB ANNOUNCEMENT

JOB TITLE: Natural Resource Technician Level II – Fish Hatchery
SUPERVISOR: Fish Hatchery Manager
LOCATION: Natural Resource Department-Fish Hatchery
POST DATE: March 12, 2026
CLOSING DATE: March 26, 2026

General Description: The primary responsibility of this position is to work directly with the Fish Hatchery Manager to conduct fish surveys, fish studies, fish adult population estimates, planning for fish surveys and studies, fish stocking, implement various projects, surveys, and assessments associated with fisheries on the Lac du Flambeau Reservation waters. Manage fish populations for suitable subsistence needs.

Qualifications: High School diploma or equivalent is required. Basic knowledge of Science. Prior work experience in Natural Resources preferred. Must have and maintain a valid WI driver's license and be insurable.

Salary: \$19.00/hr.

How to Apply: Submit your application for employment, and notarized release of information form by the deadline. Applications and detailed job descriptions can be located on our website www.ldftribe.com or are available at the William Wildcat Tribal Center in the Human Resources Department. Please submit your application materials to:

Human Resources Department
P.O. Box 67
Lac du Flambeau, WI 54538
715-588-3303
Email: hr@ldftribe.com

Native American preference will be applied to hiring of this position as defined in Title 25, U.S. Code, Chapter 14, Subchapter V, subsection 273 & 274. We are an equal opportunity employer with preference given to qualified Native American applicants in accordance with federal law and tribal policy.

**Lac du Flambeau Band of Lake Superior Chippewa Indians
Nonexempt Position Description**

A. TITLE OF POSITION: Natural Resource Technician Level II-Fish Hatchery

B. DEPARTMENT: Natural Resource Department-Fish Hatchery

C. SUPERVISOR'S TITLE: Fish Hatchery Manager

D. DESCRIPTION OF DUTIES: The primary responsibilities will be to work directly the Fish Hatchery Manager to conduct fish surveys, fish studies, fish adult population estimates, planning for fish surveys and studies, fish stocking, implements various projects, surveys and assessments associated with fisheries on the Lac du Flambeau Reservation waters. Manage fish populations for suitable subsistence needs. Specific duties and responsibilities include but are not limited to:

1. Feed, grade, and collect eggs from wild and hatchery fish; shock, pick, and enumerate eggs; regulate water supplies; remove mortality; and recognize and treats fish diseases.
2. Conduct annual fisheries surveys and assessments to determine young-of-year fingerling production and adult walleye and musky population estimates, as well as other species.
3. Coordinate and conduct fish hatchery operation projects per SOW and SOP's.
4. Assist with training of Level I Technicians and or interns, youth or other staff on hatchery methods or maintenance plans.
5. Assist and provide input on annual fisheries plans based on fisheries surveys and assessments.
6. Assist and provide recommendations to Hatchery Manager on tribal spearing quotas on tribal waters based off fisheries surveys and egg take/production. (Present quotas to Tribal council for approval)
7. Assist and provide recommendations to adjust State angler fish bag limits on Lac Du Flambeau reservation waters, based off fisheries surveys and assesments.to Hatchery Manager. (Present to Tribal council for approval).
8. Maintain all equipment needed for all fish surveys and fish studies.
9. Record and maintain information on amount and type of feed received and fed, water quality, fish mortalities, and stocking.
10. Weigh, count, and load fish and eggs for transfer and stocking; operate hauling trucks;and distribute fish.
11. Maintain, construct, and perform minor repairs to ponds and walkways, fish feeders, egg trays, screens and etc.
12. Maintain and repair hatchery buildings, fish pumps, lawn mowers, power tools, roads, nets, sienes, various water, oxygen, temp meters, etc.
13. Conduct grounds maintenance on fish hatchery facilities, ponds and areas.
14. Meet the public, maintain public relations , answer questions, and conduct hatchery tours.

15. Other Natural Resource related duties as assigned.

E. POSITION RELATIONSHIPS:

1. **Internal:** Frequent contact with Tribal Fish Hatchery staff, and other program staff in the Natural Resources department.
2. **External:** Frequent contact with tribal and non-tribal community members.

F. SUPERVISORY RESPONSIBILITIES: In the absence of the Fish Hatchery Manager; Natural Resource Level I Technicians, Seasonal Worker's, Youth Intern Workers and Volunteers.

G. SUPERVISION RECEIVED: Tribal Fish Hatchery Manager, indirectly Natural Resource Director.

H. EDUCATION: High School diploma or Equivalent is required. Basic knowledge of science that can be obtained typically through high school education.

I. EXPERIENCE: Four years of working experience in Natural Resource is preferred but a willingness to learn and attend training will be taken into consideration.

J. SKILLS:

1. Operate a boat and motor and be able to back a boat into the water
2. Operating pond pumps and equipment
3. Operating heavy equipment.
4. Operating electronic or mechanical equipment
5. Collecting and recording data
6. Report writing including feed schedules
7. Fish culture experience in a hatchery setting
8. Spawning adult fish
9. Working with the public including answering questions and providing information; Work cooperatively and helpfully with the general public; including school age youth and children, elders, tribal and non-tribal residents.
10. Recognizing fish diseases
11. Working with fish eggs, fry and fingerlings
12. Experience with general computer, software and email system.
13. Experience with boat, motor, trailer and other maintenance equipment.
14. Basic knowledge of the Lac du Flambeau Reservation

K. WORKING ENVIRONMENT:

1. **Work Conditions:** Office conditions are normal desk and computer situation which requires moderate periods of standing and sitting. Field conditions require significant standing walking lifting and climbing. In which may include working in heat, extreme cold, rain, snow and water bodies (lakes, rivers, streams).
2. **Exposure to Hazards:** May be exposed to some hazardous solid/environmental wastes, Insects, reptiles, and other animals.
3. **Physical Requirements:** Requires significant standing, walking, lifting and climbing.

L. BEHAVIORS: The vision, goals and objectives of the Lac du Flambeau Band of the Chippewa Indians requires the Natural Resource Technician Level II to perform in both a professional and personable manner. The manner in which the employee relates to fellow employees, clients and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each client, visitor and fellow employee is a requisite of successful job performance. Any attitude or behavior that will tarnish the name or reputation of the Lac du Flambeau Tribe will not be tolerated and subject to disciplinary action.

M. OTHER: Demonstrate a strong commitment to cultural beliefs and values of the Lac du Flambeau Band of Lake Superior Chippewa Indians and the governing Tribal Council. Practices cultural sensitivity at all times, recognizing the respective diverse work styles within the organization and the Lac du Flambeau community. Must submit to a drug test prior to commencing employment and random testing thereafter. Must be able to work flexible hours, including weekend and holidays. Must have and maintain a valid driver's license and be insurable. Criminal background check required applicable to the job description. As an employee of the Tribe, he/she will be subject to the Policies and Procedures of the Lac du Flambeau Band of Lake Superior Chippewa Indians.

N. SIGNATURES:

Employee **Date**

Manager **Date**

Previously signed

Tribal Administrator **Date**

Previously signed

Human Resource Director **Date**