JOB DESCRIPTION

POSITION: HYDROLOGIST

RESPONSIBLE TO: Ecosystem Restoration Scientist

SALARY:

GS-11 $49,541 - $64,395 Annual/Full Benefits
GS-12 $59,373-$77,184 Annual/Full Benefits

Starting salary will be determined by funding, experience and training level, and normally is not above the first grade, mid-step range.

This position is grant-funded and continuation of this position is dependent upon ability to secure additional funding.

CLASSIFICATION: Professional/Management, Regular, Full-Time

SPECIAL CLASSIFICATION: This position is considered fully-exempt for Klamath Tribal members in accordance with the Klamath Tribes Administration Policies & Procedures Reporting and Recordkeeping for Fishing Rights-Related Activity.

LOCATION: Klamath Tribes Research Station
Natural Resource Department
5671 Sprague River Highway
Chiloquin, OR 97624

INTRODUCTION

The Hydrologist is a scientific professional in the Natural Resources Department who develops scientific information regarding the movement and condition of water, especially as it relates to aquatic ecosystem functions, and then formulates and implements strategies for restoration, monitoring, or management.

The Hydrologist measures and monitors surface water and ground water flows, levels, and conditions, and integrates these data into scientific endeavors to restore and maintain aquatic ecosystems and regulatory processes designed to protect the Klamath Tribes’ water rights. The Hydrologist will establish and maintain a network of gauges providing continuous measurements of water flow, level, and condition in rivers, streams, springs, lakes, marshes, and shallow ground water.

The Hydrologist participates in the Klamath Tribes’ Ecosystem Restoration Team, which is led by an Ecosystem Restoration Scientist, includes a Fluvial Geomorphologist and a Fisheries Biologist, and is advised by the Senior Aquatics Biologist and the Water Management Liaison. Manages and remediates processes contributing to hypereutrophication and fish habitat degradation in and above Upper Klamath Lake. Primary objectives include: 1) managing and remediating non-point source nutrient loading from agricultural landscapes to measurably reduce cyanobacterial blooms and the related adverse water quality in Upper Klamath Lake; and 2) rehabilitating and
maintaining natural processes and habitats to the extent necessary to recover and sustain important native fisheries, including Lost River and shortnose suckers, redband trout, steelhead, and Chinook salmon.

In addition, the Hydrologist participates in the Klamath Tribes’ Fisheries Restoration Team, which is led by the Fisheries Biologist, includes a Fluvial Geomorphologist and an Ecosystem Restoration Scientist, and is advised by the Senior Aquatics Biologist and the Water Management Liaison. Restoring and maintaining important Tribal fisheries is the primary goal of the Fisheries Restoration Team. Primary objectives include: 1) re-establishing extinct spawning populations of endangered Lost River and shortnose suckers; and 2) re-introducing extinct populations of Chinook salmon in the Upper Klamath River Basin.

The Hydrologist serves as a member of the Aquatics Program Grants Team which is lead by the Fluvial Geomorphologist and includes the Fish Biologist, Ecosystem Restoration Scientist, this team is advised by the Senior Aquatics Biologist. The primary objectives of this team include: 1) seeking new funding sources including state and federal, 2) works as a team member to develop grant applications, and 3) monitors grant spending per Tribal financial policies.

Under the general guidance of the Ecosystem Restoration Scientist, the Hydrologist develops and implements strategies to achieve the Tribes’ goals and objectives, in compliance with applicable Tribal and Federal policies, procedures, and regulations. The Hydrologist will collaborate with professionals from diverse specialties (fluvial geomorphology, hydrology, fisheries biology, water management, limnology, soils, agriculture, etc.), as well as with private landowners, to seek outcomes that meet the Tribes’ goals and objectives for aquatic ecosystem management.

MAJOR DUTIES AND RESPONSIBILITIES

1. Establish and maintain a network of continuous gauges measuring water flow, water level, shallow groundwater levels and flow, and other pertinent parameters (e.g. temperature, turbidity, etc.), following US Geological Survey standards or the equivalent.

2. Develop and implement standard operating procedures for establishing and maintaining gauges, for quality assurance and quality control (QA/QC) of data generated, and for publishing and managing final data sets.

3. Collaborate with professionals in the US Geological Survey and the Oregon Water Resources Department to establish and maintain gauges (e.g. agreements to jointly operate gauges). This will entail monitoring on-line flow data reported by USGS and OWRD gages, and sharing periodic flow measurements taken at gage sites, to identify necessary shifts to rating curves in a timely manner.

4. Acquire, and ensure compliance with, permits required for installing or operating gauges. Maintain flow database, and prepare and distribute periodic reports on current flow conditions to the Water Management Liaison.

5. Participate on the Klamath Tribes’ Fisheries Restoration Team to create and implement a Fisheries Restoration Plan for the Upper Klamath Basin.

6. Participate on the Ecosystem Restoration Team to create and implement an Aquatic Ecosystem Restoration Plan for the Upper Klamath Basin.

7. Collaborate with other professionals in the development and implementation of ecosystem restoration and monitoring actions, fisheries restoration and monitoring projects, water quality monitoring, and other water-related activities.

8. Develop and implement work plans to meet Aquatics Program and hydrology goals and objectives. Write grant proposals and manage assigned grants designed to perform the work necessary to achieve hydrology and Aquatics Program goals and objectives.

9. Manage hydrology budgets in accordance with the Tribal budget policy. Reviews and monitors expenditures to remain within established budgetary constraints.

10. Manage hydrology contracts in accordance with the Tribal procurement policy.

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11. Manage hydrology records in accordance with the Tribal records management policy.

12. Manage hydrology property in accordance with the Tribal property management policy.

13. Exercise the full range of supervisory duties for assigned staff. Perform overall work planning, establish work schedules and priorities, and assign and review work. Personally discuss the progress of the work and problems areas as they may arise. Recommend employee status and other personnel changes, approve leave, evaluate performance, identify training needs, and ensure that training opportunities are provided. Resolve complaints or minor grievances, and advise employees on matters related to less than satisfactory performance. Keep employees informed of management policies and goals.

14. Other duties as assigned.

**SUPERVISORY CONTROLS**

The Hydrologist is directly supervised by the Ecosystem Restoration Scientist. This position is expected to work independently, using professional knowledge and judgment in ensuring that duties and responsibilities are carried out in a timely manner and that policy and procedures are followed. The Hydrologist must exercise good judgment in working with the public, agencies, and other entities.

The supervisor outlines the overall Tribal and project objectives and priorities, timelines and financial resources available. The employee plans and schedules recurring work, handles problems and completes work using own initiative, exercising judgment according to training, experience and instructions. Work is reviewed for compliance with Tribal policy, procedures and goal attainment.

The Hydrologist will directly supervise the Hydrology Technician III and other staff as necessary to accommodate project-specific assignments in accordance with policies and procedures adopted by the Klamath Tribes.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge and ability to establish and maintain surface water and ground water flow, level, and related gauges to ensure accurate measurements, and to manage and maintain resulting data sets.

Knowledge and ability to integrate diverse technical information into effective, implementable ecosystem and fisheries restoration action, and to monitor the result.

Knowledge and ability to perform statistical analyses using software like R, Systat, SAS, or other statistical packages.

Knowledge of Microsoft Office products, especially Word, Excel, PowerPoint, Visio, and Access.

Knowledge of hydrologic principles as they relate to aquatic ecology, riparian plant ecology, and ecosystem restoration.

Ability to interact with people of diverse backgrounds in a professional manner, using tact, diplomacy, and mature judgment while pursuing tribal interests.

Ability to convey scientific information in a manner appropriate to a range of audiences, from layman to peer.

Ability to perform work and accomplish goals and objectives in accordance with established policies, procedures, practices, and priorities of the Natural Resources Department. This includes the ability to plan and organize work using one’s own initiative and to seek information and assistance from other sources as necessary to meet programmatic goals and deadlines.

Ability to understand and follow policies set forth in the Klamath Tribes Personnel Policies & Procedures Manual as well as other policies of the Klamath Tribes.

Ability to develop competitive grant applications.

Ability to work an irregular work schedule, which may require work in inclement weather and rugged terrain.

Ability to lift and carry 30 pounds over rugged terrain for distances of up to a half mile.

Ability to operate a vehicle in adverse weather (e.g. snowy conditions) and on rugged forest roads.

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QUALIFICATIONS, EXPERIENCE, AND EDUCATION

• Master of Science Degree in Hydrology or closely related field, REQUIRED (copy of degree and transcripts must be submitted with application).

• Two (2) years demonstrated work experience measuring surface or ground water flow or water levels, including installing and maintaining related equipment, REQUIRED.

• Two years supervisory experience, REQUIRED.

• Demonstrated ability to write well, concisely communicating complex information to a variety of audiences, REQUIRED. Please submit with your application a 2-5 page sample of a document authored by you.

• Proficiency in the use of computers for a variety of tasks. This includes general computing using Microsoft Office (e.g. spreadsheets, documents, presentations, etc.), analysis using statistical software (e.g. R, Systat, SAS, or the equivalent), REQUIRED, and mapping and analysis using ArcGIS, Preferred.

• Must possess a valid Driver’s License, have a good driving record and be insurable by the Klamath Tribes. Must obtain valid Oregon Driver’s License within the initial 90-day probationary period as a condition of employment, REQUIRED (copy of a valid Driver’s License must be submitted with application).

• Must submit to and clear an alcohol/drug screen test, REQUIRED (employment will be contingent upon clearing the required alcohol/drug screening test).

• Must submit to and clear a criminal records background check, REQUIRED. (Employment will be contingent upon clearing the required criminal records background check.)

• Indian Preference will apply (must submit proof of Indian Preference with application).

ACKNOWLEDGEMENT

This job description is intended to provide an overview of the requirements of the position. It is not necessarily all-inclusive, and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed here in. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this job description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

Revised: 04/15

APPLICATION PROCEDURES

Submit a Tribal Application for Employment with all requirements and supporting documentation to:

The Klamath Tribes
ATTN: Human Resources
P.O. Box 436
Chiloquin, OR 97624
Phone: (541) 783-2219 ext. 104 or 190

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

PLEASE NOTE: If requirements are not met (for example, submission of a resume in lieu of a tribal application, or not including a required certification), your application will not be reviewed and will be disqualified.

Indian Preference will apply. In accordance with Klamath Tribal policy, priority in selection will be given to qualified applicants who present proof of eligibility for "Indian Preference”.

Applications will not be returned.

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