



## **AMAH MUTSUN LAND TRUST**

### **JOB ANNOUNCEMENT**

#### **Tribal Historic & Cultural Preservation Officer**

##### **Background**

Amah Mutsun Land Trust (AMLT) is a nonprofit organization founded by the Amah Mustun Tribal Band to protect sacred sites and to promote traditional culture, spirituality, and stewardship of lands within the Mutsun and Awaswas territories through research, conservation, restoration, and education. The Amah Mutsun Tribal Band is comprised of the descendants of Indigenous people taken to Missions San Juan Bautista and Santa Cruz.

Amah Mutsun Land Trust was established to assist the Amah Mutsun Tribal Band to carry out these goals through several programs, including:

- The Native Stewardship Corps (NSC), a work training, cultural relearning, and conservation fieldwork program for Tribal members;
- Coastal Stewardship Summer Camp for Tribal youth;
- Cultural burning;
- Demonstration native gardens;
- Native plant propagation and restoration;
- Land ownership and protection; and
- Research and education programs that promote Indigenous perspectives in resource management.

The Amah Mutsun Land Trust has grown dramatically over the past several years, and we expect the number, breadth, and depth of these programs will continue to expand.

Candidates applying for this position will have the opportunity to join an exciting team of colleagues interested in re-establishing an important connection between Native people and their ancestral homelands and to learn about Native practices, ceremonies, and culture. Many Indigenous tribes, like the Amah Mustun, were forcibly removed from their lands, and the few that survived the mission system, suffered historic trauma and are still working to regain what was lost. The Amah Mutsun Land Trust works to right that wrong by protecting sacred sites, employing Tribal members to renew their sacred obligations to restore and steward Mother Earth, and reconnecting Tribal members to their history and cultural landscape.

## **Position Description**

The Tribal Historic & Cultural Preservation Officer will primarily be responsible for managing all cultural resource stewardship matters involving AMLT and the Amah Mutsun Tribal Band and for managing consultations with local, state and federal agencies through the Section 106 of NHPA, through AB 52 under CEQA, and through SB 18 when dealing with General Plan revisions and amendments. Close communication with Tribal leadership and public agencies throughout these consultations is essential.

This position is also responsible for managing AMLT's Native American Archaeological Monitoring Program; the Integrative Cultural Resource Survey Program; consulting with the Tribe on a variety of cultural resource stewardship matters, including ethnographic studies, cultural resources surveys and reports, mitigation plans, environmental impact reports/statements, etc.; and for coordinating all cultural resource research and related activities involving AMLT, the Tribe, or resources located within Tribal Territory.

This position will act as one of AMLT's senior leaders and will report to the Executive Director.

## **Duties**

The job responsibilities below do not include all duties that come with this position, but they do cover some of the most common ones associated with this position.

### **Native American Monitoring Program**

- Be a primary contact for receiving and reviewing all notifications and consultations requests under Section 106, AB 52 consultation under CEQA, and SB 18 for projects that may impact cultural resources or historic sites;
- Work closely with Tribal leaders to respond to and participate in consultation processes;
- Assist with conducting research in connection with consultation projects and maintain good internal records that may be used later in other proceedings;
- Work with the Tribe to identify and recommend appropriate mitigation measures, including Native American archaeological monitoring, project revisions for avoidance and minimization of impacts, resource testing procedures, low-impact data recovery methods, etc.
- Working with the Program's administrative assistant, make all the arrangements for the Native American Archaeological Monitors for their engagement in projects and brief them beforehand on what they might expect to find during fieldwork;
- When culturally sensitive materials or human remains are discovered, meet with Tribal leadership to devise the best plan for protecting them, for avoiding further impacts, and advise on how best to move, rebury, or otherwise mitigate disturbed items;

- Negotiate and collaborate with the Tribe, other Tribes, public agencies, and other land management organizations on cultural and natural preservation efforts;
- Assist with assessment of archaeological sensitivity using available maps, field inspections, and other pertinent information; review survey reports to determine their adequacy and appropriateness of proposed measures to mitigate potential damage to archaeological resources;
- When appropriate, complete or oversee field inspections of proposed projects areas to determine the likelihood or the presence of cultural resources, and the potential archaeological sensitivity of the area;
- Prepare reports and other documentation on the monitoring work that was completed and submit them to the appropriate parties;
- Research and write reports assessing the archaeological impacts of proposed land use or development projects on culturally sensitive sites within Mutsun Territory;
- Assist with planning, directing, coordinating and performing a variety of tasks related to the direction and management of a cultural resource program, and interpreting cultural resource law to staff and the public;
- Perform and lead fieldwork surveys, monitoring, and interpretation;
- Assist with preparing research designs, agreement documents, cultural conservation easements, Tribal involvement plans, management plans, and historic property and cultural sites treatment plans;
- Train and certify Native American Archaeological Monitors so they know what to do, how to do it, and have the tools, equipment, and resources necessary to perform their jobs;
- Recruit new Native American Archaeological Monitors as needed;
- Notify public agencies about AMLT's Monitoring Program and seek out new opportunities;
- Work with other AMLT staff to maintain current and accurate financial records of program activities; and
- Coordinate AMLT's GIS mapping efforts and make sure this database is kept up to date.

### Cultural Resource Surveys

- Coordinate the preparation of cultural resource and cultural landscape surveys and hire contractors to perform this work;
- Ensure that the final reports are prepared to a professional standard and delivered to the contracting party in a timely manner;
- Have cultural surveys peer reviewed by registered archeologists to validate methods, findings, and conclusions;
- Seek out new opportunities for cultural survey work within Mutsun Territory; and
- Identify grants and develop grant proposals to fund cultural surveys, cultural resource protection work, and cultural research.

### Consultation with Amah Mutsun Tribal Band

- Assist with the review of cultural resource assessment reports, ethnographic studies, environmental documents and reports, and other research documents. Provide written feedback and recommendations upon the request of the Amah Mutsun Tribal Band.

### Research Consultation

- Consult on all research activities funded or approved by AMLT and research being conducted in partnership with organizations, agencies, private consulting firms, or educational institutions;
- Review and analyze academic research to gather and document Mutsun history and culture; review scholarly reports pertaining to the Mutsun people; and ensure accurate presentation of Mutsun history and culture;
- Assist with preparing research designs, agreement documents, Tribal involvement plans, management and mitigation plans, and historic property and cultural sites treatment plans; and
- Research and write reports assessing the archeological impacts of proposed land use or development projects on culturally sensitive sites within Mutsun Territory.

### Compensation and Benefits

This is a full-time exempt position that comes with health benefits (medical insurance, dental, and vision), vacation time, sick leave, and paid time off for holidays. The compensation is between \$70,000-80,000, depending upon experience.

### Work Location and Travel

Since its inception, the Amah Mustun Land Trust has been a virtual organization, with all staff members working from home. Board meetings are held quarterly at UC Berkeley and program managers are often asked for written progress reports and to attend meetings on Zoom or in person.

It is possible that AMLT may eventually have a physical office in the future and the person in this position would be expected to work from that location.

Fieldwork for this position will be performed primarily within Mutsun Territory, which includes Santa Cruz County, San Benito County, southern Santa Clara County, and northern Monterey County. The Tribal Historic & Cultural Preservation Officer will also need to be able to use a personal vehicle to travel to various locations in AMLT's Territory to attend and speak at meetings, visit fieldwork sites, conduct research, and other activities.

## **Qualifications**

- Master's Degree in Anthropology, Archaeology or a closely related field;
- Four years of experience in Cultural Resource Management, Historic Preservation research, and project administration preferred or equivalent experience. This experience should include the equivalent of at least six months of fieldwork experience;
- Working knowledge of federal, state, and municipal laws pertaining to historic preservation, e.g. Section 106, CEQA, AB 52, and SB 18;
- At minimum, a moderate level of proficiency in ArcGIS (high level of proficiency preferred), including the ability to post-process and create features from GPS data and to integrate multiple data types to create high quality maps;
- Registered Professional Archaeologist or qualifications to register;
- Valid California Driver's License. Must maintain a satisfactory driving record with the DMV and vehicle insurance;
- Knowledge of applicable Tribal customs, traditions, policies and government regulation; applicable laws, codes, regulations, policies and procedures; and
- Ability to serve as the primary and official point of contact with Federal, State, Local, and other Tribes in all matters relating to historic and cultural resources, sites, and properties.

The ideal candidate is a person who:

- Serves as a mentor, coach, and positive role model for ethical behavior.
- Has a passion for cultural resource protection.
- Is a team player excited about collaborating and supporting others.
- Is a good communicator, comfortable with public speaking.
- Is a problem solver, seeking to learn more about how to grow native plants efficiently and successfully.
- Is knowledgeable and interested in learning more about Native American history and Amah Mutsun culture.
- Is committed to land protection and biological and cultural diversity of our planet.
- Has demonstrated success in cultural resource and historical preservation management and has learned from mistakes.
- Is not afraid to work independently, make programmatic related decisions, give feedback, and make improvements where needed.

## **Equal Opportunity Employer**

The Amah Mutsun Land Trust is an equal opportunity employer and does not discriminate against people of different genders, races, religions, or creeds. We also are a drug and alcohol free workplace that prohibits the use of drugs and alcohol on the job or at any of our work sites.

**To Apply**

If you are interested in this unique opportunity, please submit your resumes and cover letter to Kate Griffin, Executive Director at [hiring@amahmutsun.org](mailto: hiring@amahmutsun.org). Questions can be directed to Kate at [kgriffin@amahmutsun.org](mailto: kgriffin@amahmutsun.org).

Applications will be accepted until this position is filled.