

# LOWER BRULE SIOUX TRIBE

## CULTURAL RESOURCES/PUBLIC INFORMATION

### JOB ANNOUNCEMENT

**ReAdv #1, Amend Work Hrs  
Post for (2) more weeks**

**JOB TITLE:** Cultural Resources/Public Information, Part-time (20 hrs/wk)

**JOB CLASS:** Level VIII

**JOB SUMMARY:** The Cultural Resources/Public Information officer works directly with the Tribal Council. Will administer, oversee and coordinate the project, including completing projects, reporting requirements to funding agency.

**ILLUSTRATIVE DUTIES:**

- Involvement and consultation on sacred sites; interface with federal agencies on projects ranging from Cultural Management Plans for properties under federal control to transportation projects, such as the proposed DM&E railroad.
- The Cultural Resources/Public Information employee encourages a nation-to-nation approach, by establishing working partnerships, memorandums of agreement (MOA), and programmatic agreements, not as compromise, but to place the Tribe in a position of equal and standing negotiations.
- The Cultural Resources/Public Information employee will continue to work towards the Tribe's goal of becoming self-sustaining and support economic development initiatives that support the culture in contemporary ways.
- The Cultural Resources/Public Information employee will seek and secure grant funds for evaluating potential developments that enhance the health and wellbeing of the Tribe.
- The Cultural Resources/Public Information employee will routinely provide archaeological services for all IHS sewage and water projects, rural water pipeline work, Wildlife CRP and planting activities, BIA grassland management, NRCS land restoration projects, culvert and highway resurfacing projects and other ground disturbing activities.
- The Cultural Resources/Public Information employee develops and maintains the tribal website [lowerbrulesiouxtribe.com](http://lowerbrulesiouxtribe.com).
- The Cultural Resources/Public Information employee retains minutes and resolutions of tribal council meetings (current & historic), as well as a register of all graves and burial information in Lower Brule.
- Provides archaeological clearance at home site for IHS and federal agencies on tribal lands, on an as needed basis.
- Review all correspondence from the state and federal agencies, which request consultation on many projects outside the Reservation, most of which are informational.

- The Cultural Resources/Public Information employee will organize, and may seek funding for the Tribe's annual fair and pow-wow.
- The Cultural Resources/Public Information employee will develop a series of informational brochures about Lower Brule and the cultural and natural features.
- Will meet with the Lower Brule Tribal Council on a monthly, or as needed basis.
- Will be responsible for the completion of all objectives detailed in the work plan.
- Must be able to work with the program staff, tribal staff, and the community.
- Will be responsible for the oversight and consultation of all current and future active projects.
- Will do research, provide written reports, present research and findings, and coordinate objective activities, as requested.

**QUALIFICATIONS REQUIREMENTS (Knowledge, Skills & Abilities):**

- Must possess a **four year professional degree in the area of Cultural Resources and/or Public Information** appropriate field, or equivalent field in terms of seven years related experience.
- Must provide research and analysis and present this detailed information in reports.
- Must have knowledge and experience in the Repatriation Act.
- Must have excellent analytical, written, and communication skills.
- Must complete successful background clearance for job related requirements, as necessary.
- Must pass a drug test, prior to hire.
- Must possess a valid SD state driver's license.

**TO APPLY,** submit completed LBST application/resume to:

**Human Resources Office  
187 Oyate Circle  
Lower Brule, SD 57548**

**OPENING DATE: 11/13/2024**

**CLOSING DATE: 11/27/2024**

**\*REMINDER:** The tribal point system is in effect, so please ensure that all pertinent, required information is attached to your application (i.e. high school diploma or GED certificate, college degree/transcripts, driver's license/vehicle insurance, if required or any training certificates that you feel will help qualify you for the position you are applying for. Failure to do so, will result in non-consideration for the position. It is the applicant's responsibility to provide copies of your documents.