



*Picayune Rancheria*  
of the  
**CHUKCHANSI INDIANS**  
**Government Office: 49260 Chapel Hill Drive, Oakhurst, CA 93644**  
**Mailing: P.O. Box 2226, Oakhurst, CA 93644**

---

---

**POSITION DESCRIPTION –Cultural Monitor Assistant**

**Reports To:** Cultural Director

**Department:** Cultural

**Status:** Non-Exempt

**Salary Range:**

---

**Summary & Scope of Position:**

Under the direction of the Cultural Director, this position is responsible for handling all cultural monitoring inspections as allowed by Senate Bill 18(AB 52). This ensures the Tribe that cultural resources are protected on and off the boundaries of the Picayune Reservation. This position also attends cultural related meetings or workshops in the area. Other responsibilities include protection and management for all natural and cultural resources within the aboriginal territory of the Chukchansi Indians.

**Primary Responsibilities:**

1. Perform monitoring inspections as defined by Senate Bill 18 (AB 52). The THPO Cultural Specialist works with Madera County, the general public, State and Federal Agencies.
2. Assist with archeological work on Fee-to-Trust applications.
3. Attends trainings.
4. Collect record and map artifacts.
5. Identify and collect native cultural plants.
6. Respond to applicable cultural requests, especially impacting aboriginal Chukchansi territorial areas for cultural consultation.
7. Attend applicable cultural meetings in the aboriginal Chukchansi territory regarding projects or studies.
8. Work with local, state and federal entities that impact aboriginal Chukchansi territory.
9. Perform other duties as assigned by the Cultural Director.

**Requirements and Qualifications:**

1. PRCI will send chosen applicant to complete the Archaeological Technician Certification or have a minimum of 15 units of coursework in Native American Studies, including local plant identification, archaeology and physical and cultural anthropology in combination with one year of work experience in the area of natural and cultural resource protection.
2. Excellent organizational, report writing (statistical information) and communication skills.
3. Knowledge of general computer skills such as word processing, spreadsheets, internet, e-mail, Etc.
4. Ability to work outside performing cultural inspections and surveys
5. Valid California Driver's License with clean DMV printout and Proof of Insurance.
6. Dependable Transportation.
7. Must be willing to complete Certification program.
8. Must be physically capable, walking for long periods of time.
9. Standing, kneeling, stooping, shoveling and etc.
10. Exposure to all weather extremities.
11. Complete Drug Screening.

*IN ACCORDANCE WITH TITLE VII 1964 CIVIL RIGHTS ACT, SECTION 701(b) and 703(I), PREFERENCE IN FILLING ALL VACANCIES WILL BE GIVEN TO QUALIFIED NATIVE AMERICAN CANDIDATES.*

\_\_\_\_\_  
(Approval Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Employee Signature)

\_\_\_\_\_  
(Date)