**2016 ANNOUNCEMENT**

**United States Department of the Interior**

**Bureau of Indian Affairs**

**Water Resources Technician Training Program**

**Native American Water Corps**

**Spring / Summer**

**for**

***American Indians and Alaska Natives***

**Overview**

**Water Resources Technician:**

The Tentative Date for the Bureau of Indian Affairs’ (BIA) Water Resources Native American Water Corps Program is July 10, 2016 through August 6, 2016 four weeks at the University of Arizona, Tucson, Arizona. The Bureau of Indian Affairs pays academic tuition, fees, and costs to cover dining facility and housing on campus for those individuals nominated to attend the Water Resources Technician Training (WRTT) Program.

**Students successfully completing the training program** will receive a four month employment voucher for full-time temporary employment, either with a: Tribal Government; Federal or State Government agency; non-profit or private sector organizations in an entry-level water resources position to aid in development of higher education and/or career development.

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| **Salary:** Four Month Employment Voucher **Deadline for Applications is: April 25, 2016**  **Promotion Potential:** Not Applicable (N/A)  **Duty Location:** Tucson, Arizona. |

**To be eligible for the WRTT program you must be:**

* Member of her/his federally-recognized Indian Tribe, Band, Village; or
* Persons who possess at least one-half degree Indian blood derived from Tribes Indigenous to the United States.
* Descendants of Members of Federally-Recognized Indian Tribes, Bands or Communities who were residing on any Indian Reservation on June 1, 1934, Student to have BIA Form 4432 prepared for application.
* Alaska Native, [Person is a member of an Alaska Native Tribe; an individual whose name appears on the roll of Alaska Native prior to July 31,1981, and not subsequently dis-enrolled; or an individual who was issued stock in a Native corporation pursuant to 43 U.S.C. 1606 (g)(1)(B)(i)].
* Must be at least 18 to 34 years of age.

**Training Summary**:

Our WRTT program is an intensive four-week period of instruction that meets six days per week with practical hands-on training in the monitoring of water quality and quantity. The coursework exposes students to a broad array of subjects ranging from basic surface and ground water hydrology; dam operations, maintenance, safety and hydro-power; flood control structures; analysis of hydrologic data; groundwater movement and modeling; basic hydraulics; drinking water and waste water treatment plant operations; irrigation; surface and groundwater pollution; management and cleanup of hazardous waste and emergency response; wetland protection; basic fish and wildlife biology and fish hatchery operations among others. Students spend a portion of their time acquiring hands-on experience in the field collecting physical data and sampling water in natural settings. Upon successful completion of the Water Resources Technician Training Program, you will have obtained the fundamental knowledge of practical hydrology and natural resource skills. If you are interested in becoming a Water Resources Technician, this is an excellent opportunity to work with and learn from skilled professionals!

**About the Student Trainee Position:**

The Bureau of Indian Affairs WRTT program is designed to provide technical knowledge for students to gain opportunities to explore career goals in the water based sciences.

**Training Program Objectives:**

The WRTT program will specifically, provide you:

* Relevant Technical work experience in water based sciences.
* Provide a real-life context for an understanding of the broader issues associated with water resources management.
* Basic hydrology.
* Basic Hydrometeorology.
* Water quality issues.
* Basic water management related to watersheds, rangelands, irrigation systems, and dams.
* Facilitate building a professional network.

**Candidates must meet the following key requirements to be considered for the training program:**

1. Endorsement letter from her/his federally-recognized tribal government, preferably the Chairman,

Governor or Head of Nations;

2. **Provide a copy** of Certification of Membership in a federally-recognized tribe, signed by a Tribal

Government official. (Do not send an original certificate);

3. Resume must be typed;

4. Completed 2016 WRTT Applicant Contact Information Sheet (see attachment);

5. Statement of Professional Interest;

6. High School Diploma or GED;

7. Transcript(s);

8. Two Letters of Recommendation addressed to the: **[2016 WRTT Selection Committee]**;

9. Complete the OF-612, The Optional Application for Federal Employment (see attachment). This

Form is being used for general information only, and is **NOT** an offer, intent, or consideration for

Federal employment.

10. Suitable for WRTT employment, determined by a background investigation.

**BIA Voucher Restrictions:**

Applicants that are current government employees (Federal, State, or Tribal), if selected will not be eligible to receive the four month employment voucher from the BIA, because of their active employment status.

**Student Residence Policy:**

All selected students will be residing in the dormitory. Commuting to and from the training center is not authorized. No room and board is authorized at the training center for family members, friends, or pets.

**Work Conditions:**

Training usually occurs in a classroom, seminars, or workshops setting during pre-established work hours. The academic training environment includes exposure to reasonable risks and minor discomforts, such as those involving everyday hazards or distresses, which require normal safety precautions typical of offices or meeting and training rooms; or may involve occasional exposure to a laboratory that involves risks and hazards that require safety precautions. Outdoor working/training conditions involving moderate discomforts such as exposure to rain, cold/ extremely hot weather, and streams and rivers that may require special safety precautions and gear, such as life jackets, safety boots, waders, and reflective rainwear; travel in safety approved small water craft and off-road vehicles; irritating chemicals; noxious fumes; flammable liquids; hostile wildlife; poisonous insects, plants, and or snakes.

**Physical Demands:**

Work may require the: interpersonal abilities sufficient to interact with professors water resources technician team members, instructors under physically and mentally demanding environmental conditions; ability to read fine print and fine details; able to remain calm and even-tempered in the face of challenges, demands, and deadlines; converse on the telephone and in person and be clearly understood; auditory ability sufficient to detect noises in electronic equipment; For example, both verbal and nonverbal signals from field team members at great distances and often with various background noises and both low- and high-pitched animal sounds; operate a computer keyboard and other electronic equipment necessary for this training position; manipulate small parts and components; long periods of standing; walking or riding over rough terrain; recurring bending, crouching, stooping, stretch, reaching, or similar activities and climb flights of stairs for prolonged periods of time and/or numerous times each day. Work may also include frequent lifting of moderately heavy items, such as equipment and samples that weigh less than 23 kilograms or approximately 50 pounds.

**Mental Requirements:**

The students are required to complete all classroom and homework assignments in a professional manner. Daily attendance and active classroom participation is also, required to graduate occasional travel by conventional means motor vehicle.

**How To Apply:**

Applications are now being accepted. **DEADLINE FOR APPLICATIONS is April 6, 2016.**

**Mail Applications To:**

Mr. Archie Barnes, BIA, Branch of Water Resources, Mail Stop-4655, 1849 C St., NW, Washington, DC 20240.

**Fax Applications To**:

If you are faxing in your application package ensure that the fax cover page has your name and contact telephone number: (202) 219-1065 Attention: **[2016 BIA Water Resources Technician Training Program]**

**Other Information:**

It is your responsibility to verify that information mailed or faxed (i.e., documents) is complete, accurate, and submitted by the closing date. Faxed documents must be completely transmitted by 11:59 p.m. Eastern Standard Time on the closing date **April 25, 2015**. Failure to submit any of the required documents or incomplete application package by the closing date of this announcement will result in your removal from consideration for this position. If you are having difficulty applying or have questions regarding the status of your application, eligibility or qualifications determination contact: Archie Barnes at e-mail address: BIA.Watertraining@BIA.Gov or (202) 208-2999, or Toni Village-Center at (202) 219-3956.

**WHAT TO EXPECT NEXT:**

Once the application process is complete, a review of your application will be made to ensure you meet the water resources technician program requirements. To determine if you are qualified for this training, we will review of your documents.

**Application Timeline:**

* Application Deadline (including all supporting documents): April 25, 2016
* Selectees notified of selection by WRTT Program Manager via e-mail: Early May.
* Non-selects notified by e-mail by WRTT Program Manager: Early May.
* Interns Enter on Duty: July
* Internship Ends: August

**Veterans' Preference Documentation:**

If you are claiming veterans' preference, you must submit a copy of your Certificate of Release or Discharge From Active Duty, DD-214 (Member 4 copy), or other official documentation from a branch of the Armed Forces or the Department of Veterans Affairs showing dates of service and type of discharge.

**Reasonable Accommodation Policy Statement:**

The Bureau of Indian Affairs will provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and selection process should contact Representatives at the above address. Determinations on requests for reasonable accommodation will be made on a case by case basis.

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| **2016 WRTT Applicant Contact Information Sheet** | | | | | | |
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|  | | |  |  | | |
| Your Full Name (PRINT or TYPE) | | |  | 1st E-mail Address (PRINT or TYPE) | | |
|  | | |  |  | | |
| 2nd E-mail Address (PRINT or TYPE) | | |  | Preferable time & day during the week to contact you | | |
| ( ) |  | ( ) |  | ( ) |  | ( ) |
| Home Phone |  | Work Phone |  | Cell Phone |  | Other Phone |
|  | | |  |  | | |
| Address | | |  | Address | | |
|  | | |  |  | | |
| City, ST ZIP Code | | |  | City, ST ZIP Code | | |
|  | | |  |  | | |
| Alternative Individuals for Contacting You | | | | | | |
|  | | |  |  | | |
| Full Name Primary Contact | | |  | Full Name Secondary Contact | | |
|  |  |  |  |  |  |  |
| Home Phone |  | Work Phone |  | Home Phone |  | Work Phone |
|  | | |  |  | | |
| Address | | |  | Address | | |
|  | | |  |  | | |
| City, ST ZIP Code | | |  | City, ST ZIP Code | | |
|  | | |  |  | | |
| E-mail Address (PRINT or TYPE) | | |  | E-mail Address (PRINT or TYPE) | | |

**Checklist of Required Documents to Submit with Application:**

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| We strongly encourage applicants to carefully, prepare all of their application materials to ensure that the application package is complete prior to submission! | | **Check each box for requirement to ensure that your WRTT application package is**  **Complete** |
| Document | Description of Required Action |  |
| Endorsement letter | Provided by your federally-recognized tribal government, preferably the Chairman, Governor, or Head of Nations. |  |
| Certification of Tribal Membership | Provide a copy of Certification of Membership in a federally-recognized tribe, signed by a tribal  Government official. (Do not send an original certificate). |  |
| Resume | One-page resume that outlines your educational background, honors or recognitions, work experience, activities, special skills, etc. Please be sure to include any computer-related expertise or foreign language skills, as well as prior internships and community service activities. |  |
| WRTT applicant contact Information | Completed WRTT applicant contact information sheet. |  |
| Statement of Professional Interest | In approximately one page double spaced provide the below information in your Statement of Professional Interest.   * Career skills you're hoping to gain, and ways in which, the WRTT will contribute to your placement site. * Your desired placement locale and venue for example: Tribal Government; Federal or State Government agency; non-profit or private sector organization. * Reasons for wanting to join the WRTT program. * Plans for future higher education and/or career development. * Your interest in the water base science field. * How you will utilize the training after completion. |  |
| High School Diploma | Provide certified copy of High school diploma or GED certificate. |  |
| Transcript(s) | ONLY IF YOU ARE UNABLE TO PROVIDE  A CERTIFIED COPY OF YOUR HIGH SCHOOL DIPLOMA OR GED CERTIFICATE.  YOU MUST PROVIDE AN OFFICIAL TRANSCRIPT Indicating successful completion of high school diploma or GED send the documents to: Mr. Archie Barnes, BIA, Branch of Water Resources, Mail Stop-4655, 1849 C St., NW, Washington, DC 20240  **YOUR OFFICIAL TRANSCRIPT MUST BE RECEIVED BY THE ANNOUNCEMENT CLOSING DATE April 25, 2016.** |  |
| Two Letters of Recommendation | Two letters of recommendation are highly encouraged but not required. The letters may be from a tribal government official; high school teacher, faculty member or supervisor. Neither letter should come from a family member or friend. Address the letters to the: **[2016 WRTT Selection Committee].** |  |
| OF-612 | Completed the OF-612, The Optional Application for Federal Employment (see attachment). This form is being used for general information only, and is **NOT an offer, intent, or consideration for Federal employment.** |  |