PERSONNEL

CHEYENNE and ARAPAHO TRIBES

PO Box 167
Concho, OK 73022
405.422.7498
Fax 405.422.8222

******VACANCY ANNOUNCEMENT******

POSITION: **Cultural Landscape Educator**
PROGRAM: Tribal Youth Initiative Program
SUPEVISOR: Executive Director
STATUS: Part Time, Permanent
LOCATION: Concho, Oklahoma
ISSUE DATE: November 4, 2026

DEPARTMENT: Language and Culture

OPEN UNTIL FILLED

PRIMARY RESPONSIBILITIES:

Under the Direct Supervision of the Executive Director, of the Language and Culture Department, incumbent will develop and educate information on natural resources services to Thirty (30), Cheyenne and Arapaho Tribal Youth ranging from ages 11 to 25, years of age, about the importance of natural resources management and how it affects the tribes' natural resources on land, in the air, the water, and the wildlife.

MAJOR DUTIES:

- Data assessment and collection of natural resources within the Concho tribal reserve and community.
- Work with K-State Great Plains Fire Science Exchange to assist tribal staff through instruction, practice, and discussion, and include presentations and activities on prescribed burning for natural resources objectives.
- Assist Cheyenne and Arapaho Fire Management Program in educating the Youth on practices in various fuel types, treatments, wildfire prevention, and suppression.
- Collaborate with consultants to establish and organize a Tribal Youth Natural Resource Management Camp.
- Collaborate with consultants to develop training materials, and curriculum designed to meet the unique educational values in best management practices on natural resources.
- Collaborate with the scientific community for a more comprehensive approach to natural resources management and related issues and concerns.
- Facilitate parent, community and organizations involvement and support to enhance natural resources management and career development for the Youth.
- Develop program progress reports, data, quarterly and yearly and final close-out report of the grant.

- Develop and facilitate Community outreach workshops, attend community meetings, and provide classes and training as required by Youth Initiative Program.
- Collaborate with Tribal EPA program and Tribal programs in efforts to advocate, identify issues and concerns affecting and impacting natural resources.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Exceptional interpersonal skills: Ability to work effectively and courteously with Youth Natural Resource Management camp participants.
- Exceptional organizational and communication skills, exercise good judgement when conducting assessments and communication results.
- Must be familiar with Cheyenne and Arapaho Culture Natural Resources and best resource management practices.
- Must be familiar with field of expertise involving fire management, agriculture, and natural resources.
- Ability to instruct tribal youth on how to identify natural resources and learn management practices.
- Ability to always maintain professionalism.
- Ability to work flexible hours and must be willing to work outside of normal business hours.
- Possess basic computer, audio, and video recording skills.
- Must possess a current Oklahoma State Driver's license with Real ID.
- Must have an acceptable driving record and if selected for the position, must provide a Motor Vehicle Report from the State Department of Public Safety.
- Ability to pass OSBI background check and drug test.
- Other Duties assigned by the Executive Director of the Department of Language and Culture.

EDUCATION AND EXPERIENCE:

- Associate's degree in Natural Resources required; or 3 years' experience in natural resources, agriculture, or environmental conservation.
- Experience working with the native population and Cheyenne and Arapaho communities.
- Cheyenne and Arapaho Preference.

SALARY: Negotiable, depending on qualifications and experience.

APPLICATION PROCEDURE: Submit Tribal Application, Resume, Transcripts, Diploma, Certifications, License and CDIB to:

Cheyenne-Arapaho Tribes of Oklahoma
Personnel Department
P.O. Box 167
Concho, OK 73022
Or e-mail: atisdale@cheyenneandarapaho-nsn.gov
Office (405) 422-7498
Fax (405) 422-8222
Toll Free 1 (800) 247-4612 ext. 27498

To view all our current vacancy announcements, please visit our website at:www.cheyenneandarapaho-nsn.gov