

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DCD1119572

Date Posted: 06/22/09

POSITION NO: 241868

Closing Date: 07/06/09

CLASS CODE: 3823

POSITION TITLE: NAVAJO CULTURAL SPECIALIST

DEPARTMENT NAME: NAVAJO DEPARTMENT OF TRANSPORTATION

DEPARTMENT NO: 111

WORKSITE LOCATION: Window Rock, Arizona

WORKS DAYS/HOURS: Monday-Friday POSITION TYPE:  Permanent GRADE: N620A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 AM to 5:00 PM

Temporary:

Duration: N/A \$ 30,950.40 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 14.88 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Research, gather data for ethnographic documents for road proposal projects. Provide technical assistance in protecting cultural resources that are sacred to the Navajo Nation. Conduct surveys which includes historic cultural identification to determine the presence of places sacred to the Navajo cultural (ceremonial sites). Works collaboratively with other Navajo Nation resources to preserve sites. Develop and write applicable ethnographical document for proposed road improvements. Parking lots, sand and gravel projects. Maps applicable to each project. Ensure proper archives are kept and maintained for all reports generated. Interview households to be effected by the proposed projects and attend, participate on public hearing and meetings. Maintain respect for families and unique cultural heritage. Keep abreast of changes regarding laws, procedures, guidelines and standard of industry by attending training. Thorough knowledge of Native American Graves Protection and Repatriation Act. Provide general information to the Navajo Nation legislators on the ethnographic process, procedures and guidelines. Provide technical assistance and training on cultural resources to staff and general public. Write monthly and quarterly reports to update on project progress, recommendation for improvements and support goals/objectives of Navajo Dept. of Transportation.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

A high school diploma or GED; and

**Experience:**

three (3) years traditional training in Navajo cultural ceremonies and rituals as a practicing medicine man; or four (4) years as an under study. ***(To receive full credit for education/training applicant must submit copies of college transcript, certificates, diploma, etc.)***

**Special Knowledge, Skills and Abilities:**

Fluency in Navajo (Speaking, Reading, Writing), mapping, knowledge of Navajo tradition. Knowledge and operation of computer system. An understanding of Navajo cultural ceremonies, rituals, taboo, and traditions.

**VETERANS' PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

**Revised: 1-15-99**