



Wallowa Land Trust

Job Description: Wallowa Land Trust Indigenous Community Liaison

www.wallowalandtrust.org

Position Title: Indigenous Community Liaison

Reports to: Executive Director

Status: Non-exempt, part-time, permanent position (20 hours/week); full-time during the Wallowa Gathering event period (approximately three to four weeks or more in late spring/early summer)

Location: Hybrid; remote work with regular travel to Wallowa County, Oregon

Compensation: \$25–\$35/hour DOE. Limited part-time benefits included.

BACKGROUND

Wallowa Land Trust (WLT) is a 501(c)(3) nonprofit organization based in Enterprise, Oregon. Founded in 2004, our mission is to protect the rural nature of Wallowa Country by working cooperatively with private landowners, Indigenous people, local communities, and governmental entities to conserve land.

Working with Indigenous people is a core element of WLT's mission and strategic plan. In addition to conservation easements and land stewardship, WLT has been actively engaged in land return projects, supporting the return of lands to Indigenous ownership and stewardship where appropriate and desired by Tribal partners. This work reflects a commitment to Tribal sovereignty, long-term relationship-building, and conservation approaches that center Indigenous leadership and priorities.

One of Wallowa Land Trust's keystone initiatives, the Wallowa Gathering, began in 2019 as a way to bring Native people together to practice Indigenous lifeways on private lands in Wallowa County. For six years, the Gathering has connected tribal members with landowners to support access for ceremony and the gathering of First Foods and medicines.

This work is rooted in the understanding that when feet touch the earth, foods are gathered, languages are spoken, songs are sung, and plant and animal relatives are honored, health and healing can be restored to the land and its people.

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POSITION DESCRIPTION

Wallowa Land Trust seeks an Indigenous Community Liaison to support Indigenous-focused programs and strengthen relationships between tribal communities, private landowners, and partner organizations. Working with Indigenous people is a core element of WLT's mission and strategic plan, and this position plays an important role in advancing that commitment.

This position operates within WLT's broader organizational commitment to Tribal engagement and collaboration, grounded in respect for Tribal sovereignty, early and ongoing engagement, transparency of intent, and relationship-based decision-making. The Indigenous Community Liaison supports and nurtures existing relationships and helps expand them thoughtfully, as part of a shared, organization-wide responsibility rather than serving as the sole relationship-holder.

The Indigenous Community Liaison works closely with the Executive Director and other staff to plan, coordinate, and support culturally grounded programs, with particular responsibility for the annual Wallowa Gathering. This role requires the ability to work independently, communicate respectfully across cultures and communities, and help ensure that engagement is consistent, well-coordinated, and aligned with organizational values and policies.

Much of the work may be performed remotely; however, regular travel is required to Wallowa County and to locations where descendant communities reside, including the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), the Nez Perce Tribe (NPT), and the Confederated Colville Tribes (CCT).

Flexibility, cultural awareness, and comfort with seasonal and event-based work rhythms are essential.

KEY RESPONSIBILITIES

Wallowa Gathering Planning & Coordination

- Serve as the primary point of contact for tribal members participating in the Wallowa Gathering
- Coordinate planning in collaboration with tribal participants, WLT staff, board members, landowners, and partner organizations
- Manage event logistics before, during, and after the Gathering, including food, lodging, transportation, supplies, accessibility, and record-keeping
- Conduct site visits, mapping, and assessments related to plant species, readiness, and accessibility
- Provide on-site support for up to 200 participants from CTUIR, NPT, and CCT

Relationship Stewardship & Community Engagement

- Nurture, maintain, and thoughtfully expand existing relationships with tribal members, tribal governments, and Indigenous-led organizations, in alignment with WLT's Tribal Engagement and Collaboration Policy

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- Support the Executive Director, Conservation Program Manager, board members, and other staff in engaging respectfully and consistently with Tribal partners, including preparation, coordination, follow-up, and documentation
- Meet with private landowners to support access for Indigenous gathering and cultural practices
- Strengthen partnerships with organizations such as Nez Perce Wallowa Homeland and The Nature Conservancy, in coordination with WLT staff
- Recruit and engage tribal members in volunteer roles and board service, as appropriate

Program Development & Public Education

- Build upon existing programs and support the development of new initiatives in collaboration with tribal partners
- Work with local educators and tribal knowledge-holders to expand cultural education opportunities such as workshops, talks, and site-based learning
- Support WLT staff in creating a welcoming and respectful environment for tribal partners at the WLT office

Outreach & Communications

- Contribute to newsletters and other organizational communications
- Support outreach, publicity, and advertising related to Indigenous-focused programs
- Contribute to online engagement through social media platforms such as Facebook and Instagram

Organizational & Administrative Support

- Provide project support to the Executive Director, Conservation Program Manager, and other staff as needed
 - Manage time and activities within approved budgets
 - Coordinate with the Executive Director and relevant board committees to support multi-year program funding priorities
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PREFERRED QUALIFICATIONS

Experience & Knowledge

- Experience planning and coordinating events or community-based programs
- Demonstrated success building collaborative partnerships across diverse cultural and community contexts
- Familiarity with Plateau cultures and communities, Eastern Oregon communities, and Indigenous root gathering practices
- Knowledge of Wallowa County native plant species preferred

Community & Cultural Competence

- Existing relationships with CTUIR, NPT, and/or CCT strongly preferred
- Ability to work respectfully within Indigenous cultural protocols and community priorities
- Ability to work in ways that respect Indigenous knowledge holders' time, consent, and boundaries, and to help avoid extractive or burdensome engagement practices

Project Management, Communication & Logistics

- Highly organized and able to self-manage responsibilities

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- Strong decision-making, accountability, and communication skills
 - Ability to balance multiple responsibilities with varying levels of urgency
 - Proficiency with Windows, Microsoft Office, Zoom, and social media platforms
 - Strong written communication skills
 - Reliable vehicle and valid driver's license required; mileage reimbursement available
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SCHEDULE & WORKING CONDITIONS

- Average of 20 hours/week annually; responsibilities vary seasonally
- Full-time hours required during the Wallowa Gathering period
- Flexible schedule; some evening and weekend work required
- Frequent travel within Oregon, Washington, and Idaho

Physical Demands

- Duties may include sitting, standing, hiking in uneven terrain, bending, stooping, lifting up to 50 pounds, driving vehicles and ATVs, and working outdoors in varying weather conditions
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This position description serves as a general overview of responsibilities and requirements. Duties may evolve to meet organizational needs.

Wallowa Land Trust is an Equal Opportunity Employer. We recruit, hire, train, and promote individuals without regard to race, color, religion, sex, marital status, sexual orientation, gender identity, national or ethnic origin, disability, veteran status, or age. People of color, LGBTQ+ people, people with disabilities, and members of other historically disenfranchised populations are strongly encouraged to apply.

HOW TO APPLY

Email a single PDF with cover letter, resume and three references to kathleen@wallowalandtrust.org. Position open until filled.

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