

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2017-069 Issue Date: 04-07-17 Closing Date: 04-21-17

Reporter/Photographer
Multi Media
Department of Tribal Administration
Hourly Wage: \$10.87/Regular/Full Time

Work involves journalistic coverage of news events, community activities, sports activities, and human interests features. Requires acknowledgement and understanding of the intent and purpose of the program's mission to timely produce and disseminate predominately Yakama Nation related news, events and information.

Knowledge, Skills and Abilities:

- Knowledge of journalism purpose, techniques and doctrines; of and how to produce media news reports; to operate digital camera and related equipment for media work; newsprint page layout.
- Demonstrated ability to complete program functions, including, but not limited to newspaper layout, newspaper mailing, newspaper distribution, subscription work, advertising work, and to assist and/or complete other media operation duties as assigned.
- Ability to positively interact with newsmakers, policy makers, tribal programs, ages youth to elders in producing news reports; to adhere to news deadlines; to cover news and events occurring beyond regular business hours; to assist in other areas of the operation; and to have a perpetual interest in protecting Yakama Nation resources.

General Recruiting Indicators:

- Minimum of at least one year experience in reporting/photography work and two years progressively responsible secretarial experience to meet the needs of the position.

Special Requirements:

- Required to pass pre-employment drug and/or alcohol test.
- Understand and follow generally accepted journalism code and conduct; and maintaining a professional manner on duty.
- Must possess a valid WA State Drivers license and the ability to obtain a Yakama Nation Tribal Drivers permit.
- Yakama enrolled preference.