

POSITION ANNOUNCEMENT



EXECUTIVE DIRECTOR, TRIBAL RELATIONS

The California State University, Office of the Chancellor, is seeking an Executive Director of Tribal Relations (ED Tribal Relations) to be responsible for facilitating engagement with Native American Tribes and associated government entities in order to build strong Tribal partnerships, ensure compliance with state and federal laws, and conduct government to government Tribal relations. The ED Tribal Relations will lead and develop the Office of Tribal Relations, an office within the Division of External Relations and Communications.

This position has the option of being located in Sacramento or Long Beach, CA.

The ED Tribal Relations represents the Chancellor in government-to-government relationships; leads NAGPRA compliance; and supports academic programs and resources in order to enhance, develop and create progressive and enriched relationships between the CSU, Chancellor's Office and Tribal communities. In addition, this position acts as the point of contact for California Indian Tribes to consult with the Chancellor of the CSU system; serves as the primary contact and resource on all Tribal issues, providing leadership to enhance, develop and create progressive and enriched institutional partnerships and collaborations with Tribal governments and various Tribal entities; and ensures that the CSU follows state and federal laws regarding Tribal issues, including NAGPRA and CalNAGPRA.

Under the direction of the Vice Chancellor, External Relations and Communications, and in partnership with campus and Chancellor's Office leadership, the ED Tribal Relations will oversee the development, implementation, and maintenance of the CSU's systemwide NAGPRA policy. The ED Tribal Relations will engage state government stakeholders (Governor's Tribal Advisor, California Native American Heritage Commission, etc.), statewide Tribal organizations, and Tribes directly to advance CSU-Tribal partnerships. The ED Tribal Relations will work with the Board of Trustees, Chancellor, and senior leadership across the university to develop programmatic and policy priorities to advance the CSU's relationship with Tribes and Native American organizations in order to serve Tribal needs and the needs of Native American students.

The ED Tribal Relations will conduct their work and represent the CSU with a deep understanding and appreciation of the unique culture and history of California Native American Tribes.

SUMMARY OF MAJOR JOB RESPONSIBILITIES

Under the direction of the Vice Chancellor, External Relations and Communications, the ED Tribal Relations will:

- Develop the Office of Tribal Relations, in partnership with the Vice Chancellor, and provide leadership and strategic direction for the Tribal Relations team/office.
- Provide advice, counsel and updates to system leaders regarding Native American Tribal issues, as well as governmental and political issues related to Native American issues.
- Develop and recommend integrated strategies and tactics to achieve short- and long-term system goals and objectives related to Tribal matters.
- Lead collaborative efforts with various departments within the Chancellor's Office and campuses to support Tribal relationships and partnerships.
- Cultivate relationships with Tribal leaders and Native American organizations to achieve goals and objectives.
- Build and sustain relationships between the Chancellor's Office, the California Native American Heritage Commission (NAHC) and key governmental leaders associated with Tribal issues (i.e., the Governor's Tribal advisor, staff for legislative leadership, staff with Select Committee on Native American Affairs) in cooperation with AVC of Advocacy and State Relations.
- Oversee the systemwide NAGPRA policy and consider future modifications. Ensure campuses consult with Tribes and follow proper repatriation procedures, systemwide and campus committees are operational; and develop systemwide budget request, and coordinate with campuses on needs and other NAGPRA-related matters.
- Work with AVC of Advocacy and State Relations, AVC of Federal Relations and AVC of Systemwide Budget on legislative, government and budget matters related to Tribal issues.
- Provide training, development and support for campus-based Tribal relations staff.
- Testify at legislative hearings and speak at public events on issues related to Native American Tribes, Tribal issues, and NAGPRA compliance.
- Travel to meet with Tribal leaders and Native American organizations.
- Supervise the NAGPRA/CalNAGPRA Project Manager and provide strategic direction, evaluation, coaching and guidance on duties and responsibilities.
- Work with the Division of Academic and Student Affairs to advance academic programs and services related to Native American students. Support and collaborate with the CSU Presidential Advisor on CSU's Native American Initiative.
- Draft pieces of communication and updates regarding Tribal partnerships, issues and matters.
- Engage the Office of the General Counsel on legal matters related to Tribes, as well as state and federal laws and regulations.

ESSENTIAL QUALIFICATIONS

This position requires:

- Bachelor's degree in a related area.
 - Minimum of 8-10 years of progressively responsible related experience in Native American governance or related field.
 - Demonstrated experience working with Tribal communities in order to advance relationships and partnerships.
 - Proven ability to lead teams.
 - Knowledge of and appreciation for California Native American heritage and cultural issues in order to create respectful and lasting relationships built on trust and mutual understanding.
 - Understanding of NAGPRA and CalNAGPRA legal requirements in order to ensure compliance and provide campuses support, as well as to offer meaningful advice, guidance, and assistance to the Vice Chancellor and CSU executive leadership.
 - Strong problem-solving skills and conflict-resolution skills to fulfill the leadership responsibilities and serve effectively as a professional staff supervisor.
 - Strong oral and written communication skills to fulfill leadership responsibility, as well as to successfully communicate CSU efforts with CSU executive leadership and Tribal partners.
 - Knowledge of Tribal law and Tribal governance in order to resolve issues facing the Chancellor's Office and campuses.
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- Proven ability to work with Tribal, government, political and community leaders in order to resolve problems.
- Understanding of Tribal protocols in order to build trust.
- Demonstrated ability to work with individuals from varied backgrounds and cultures in order to be sensitive to Tribal perspectives.
- Strong organizational and strategic skills to develop and implement the goals of the Office of Tribal Relations.

Preferred:

- Master's degree in a related area.
- Experience with education and institutions of higher education in order to succeed in working across the Chancellor's Office and the 23 universities.

SALARY

The anticipated salary hiring range is up to **\$14,167 per month**, commensurate with qualifications and experience.

APPLICATION PROCESS

Priority consideration will be given to candidates who apply by **August 2**. Applications will be accepted until the job posting is removed.

Please click [HERE](#) to complete the California State University, Chancellor's Office online employment application.



EQUAL EMPLOYMENT OPPORTUNITY

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, National origin, sex, sexual orientation, covered veteran status, or any other protected status. Reasonable accommodations will be provided for qualified applicants with disabilities who self-disclose by contacting the Senior Human Resources Manager at (562) 951-4070.

ABOUT EXTERNAL RELATIONS AND COMMUNICATIONS

The Division of External Relations and Communications promotes the California State University to key stakeholders and constituents by communicating its strengths as a state and national leader in higher education. It achieves this objective by leading the CSU's efforts in advocacy, communications and brand positioning, media relations, advancement, alumni engagement and more—advancing the CSU's mission to provide high-quality, accessible, and affordable education that transforms lives and contributes to the economic and societal success of California.

ABOUT THE CALIFORNIA STATE UNIVERSITY

The California State University (CSU) is the nation's largest and most diverse four-year public university, providing opportunities for upward mobility to students across the state and empowering them to become leaders in the changing workforce. The CSU has a rich history, starting in 1960 by the Donahue Higher Education Act when the individual California State Colleges were brought together. In 1972, the system became The California State University and Colleges and 10 years later, the system became The California State University. Today, the CSU system comprises 23 universities and is proud to educate more than 450,000 students each year.

- One in every 20 Americans with a college degree earned it at the CSU.
- One in 10 employees in California is a CSU graduate.
- More than 4 million alumni and counting.
- Alumni network is larger than the population of 23 U.S. states.

For more information about the CSU System, please visit the CSU [website](#) and CSU [Fact Book](#).