



PUEBLO OF JEMEZ
JOB ANNOUNCEMENT
2026-039
JNET JEMEZ TRIBAL NETWORK & CABLING
JNET DIRECTOR

Position Title:	JNET Director	Pay Level:	\$96,235.78-\$144,353.66
Position Open Date:	5/21/2026- Until Filled	Classification:	Exempt
Position Status:	Full-Time	Location:	JNET
Supervisor:	Tribal Administrator or Assistant Tribal Administrator		

POSITION SUMMARY:

The JNET Director is responsible for the strategic planning, development, implementation, and administration of broadband and telecommunications initiatives for the Pueblo. This position provides leadership expanding reliable, affordable, and secure broadband access across Tribal lands and surrounding non-Tribal communities to support economic development, education, healthcare, public safety, government operations, and digital equity initiatives.

The Director oversees broadband infrastructure operations, telecommunications systems, grant administration, vendor and contractor management, and long-term sustainability planning. The position serves as Pueblo's primary liaison with Tribal leadership, federal and state agencies, funding organizations, utility providers, and private-sector partners regarding broadband development, telecommunications policy, infrastructure deployment, and technology initiatives.

This position may also lead strategic planning and organizational transition efforts related to the development of a Tribal telecommunications charter or enterprise structure.

This job description indicates, in general, the nature and levels of work, knowledge, skills, and other essential functions expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties required.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION & EXPERIENCE:

- Bachelor's degree in Information Technology, Telecommunications, Business Administration, Public Administration, Engineering or related field preferred.
- Minimum five (5) years of experience in broadband, telecommunications, IT, infrastructure development, project management and grant management.
- Minimum of three (3) years of supervisory and management experience required.
- Experience working with Tribal governments or rural infrastructure projects.
- Experience managing federally funded broadband programs and grants.
- PMP or telecommunications-related certifications preferred.

REQUIRED CERTIFICATES, LICENSES TRAININGS, AND REGISTRATIONS:

New Mexico Driver's License
Background Investigation

PREFERNCE

Native American preference applies in accordance with applicable Tribal and federal laws.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting and use standard office equipment; stamina to sit for extended periods of time; strength and agility to lift and carry up to 20 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in over the telephone and in person.

Work is performed in office and field settings with occasional travel, evening meetings, and site visits required.

ESSENTIAL FUNCTIONS:

- Develop, implement, and maintain the Pueblo's broadband and digital connectivity strategic plan.
- Direct and oversee broadband infrastructure projects including fiber optic, wireless, telecommunications, and related network systems.
- Supervise, mentor, and evaluate JNET staff, contractors, consultants, and technical teams.
- Identify, pursue, prepare, and manage federal, state, and private grant opportunities related to broadband and infrastructure development.
- Ensure compliance with all grant requirements, reporting obligations, and applicable regulations.

- Coordinate broadband initiatives with Tribal departments, community stakeholders, vendors, utility providers, and external partners.
- Monitor project budgets, timelines, contracts, procurement activities, and operational performance to ensure successful project completion.
- Ensure compliance with applicable telecommunications regulations and standards, including FCC, NTIA, and USDA.
- Conduct community outreach and support digital inclusion and workforce development efforts.
- Prepare reports, presentations, strategic recommendations, and updates for Tribal leadership, funding agencies, and governing bodies.
- Support cybersecurity planning, network resiliency efforts, disaster recovery preparedness, and long-term infrastructure sustainability initiatives.
- Assist in development and implementation of policies, procedures, and operational standards related to telecommunications and broadband services.
- Lead or assist with strategic organizational planning related to the creation of a tribal telecommunications charter or enterprise.
- Perform all other duties as assigned.
- Represents the Pueblo with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.

REQUIRED KNOWLEDGE AND SKILLS:

- Knowledge of broadband technologies, federal funding programs, and Tribal government operations preferred.
- Ability to establish and maintain effective working relationships with Tribal leadership, community members, governmental agencies, contractors, and external partners.
- Strong leadership, communication, project management, and organizational skills.

To apply for the position posted, please apply as follows

Send;

Pueblo of Jemez Job Application

To;

humanresources@jemezpueblo.org

Or;

Pueblo of Jemez-Attention Human Resources Department

PO Box 100

Jemez Pueblo, NM 87024