

Anna Christman
Missoula, MT
Via email:

Dear Anna:

On behalf of the Flathead Reservation Water Management Board, I am pleased to offer you a temporary short-term position as a compliance tech, expected to last from May 23, 2022 to August 12, 2022.

As we discussed, in this position your compensation will be \$[amount] per hour. This position is considered a nonexempt position for purposes of federal wage and hour law, which means that you will be eligible for overtime time pay for hours worked in excess of 40 in a given workweek. In addition, you will be paid 8 hours holiday pay for each of the following State holidays: May 30, 2022, and July 4, 2022.

This position is regularly scheduled to work approximately 40 hours per week. Your work hours are generally from 8:00 am to 5:00 pm, Monday through Friday. You will be expected to be in the Board's office in Ronan approximately 2-3 days per week, sometimes more depending on workload. The days you are not in the Board's office in Ronan you may work from home.

Although you will be paid for two State holidays, you will not be eligible for any other benefits, including but not limited to the accrual of paid time off, due to the shorter duration of your employment with the organization.

This offer of temporary short-term employment, if not previously accepted by you, will expire seven days from the date of this letter. If additional time for consideration is necessary, please make this request as soon as possible. If you wish to accept the offer, please sign below and return the letter to me within the prescribed time.

We recognize that you retain the option, as does the Flathead Reservation Water Management Board, of ending your employment at any time, with or without notice and with or without cause. As such, your employment with the Flathead Reservation Water Management Board is at will, and neither this letter nor any other oral or written representations may be considered a contract.

Should you have any questions, please do not hesitate to contact me at (406) ???-????.

Sincerely,

Clayton Matt, Chairman

I accept the offer of temporary employment set forth above.

Signature

Date

DRAFT