

JOB DESCRIPTION

TITLE: **Environmental Specialist**
IMMEDIATE SUPERVISOR: Environmental Director
Deadline: Opened until filled

JOB SUMMARY:

Work to protect and restore the physical, chemical, and biological health of the water systems within and around the Upper Sioux Community. The Environmental Specialist will collect, analyze, and synthesize environmental data to inform decision making. The Environmental Specialist advises the Environmental Director and the Board of Trustees on water related issues affecting the community. The Environmental Specialist will administer the prairie management and ecological and/or prairie restoration plans with assistance from the Environmental Director. This position requires a highly motivated individual with the desire to learn, ask questions, and find solutions to complicated issues.

EDUCATION:

- Bachelor of Science in Environmental Science, Biology, Chemistry, Ecology, or closely related field; or two to four years equivalent combination of education and experience in related fields.

QUALIFICATIONS:

- Ability to work independently and complete assigned tasks on time;
- Ability to operate a variety of data collection equipment and software;
- Ability to see the big picture and an attention to detail;
- Ability to identify common forbs, grasses, trees, shrubs and invasive species (noxious weeds);
- Ability to identify plants significant to the Dakota (obtain training to identify these plant species);
- Ability to remove invasive plants, shrubs and trees by cutting at ground level using power tools (mowers and chainsaws) or manual tools (hand clippers, tree pullers);
- Ability to operate ATVs, boats and lawn mowers;
- Ability to assist with restoration of native plant communities by seed sowing;
- Ability to problem solve in a complex multivariable environment;
- Ability to effectively identify and utilize available resources;
- Previous knowledge and experience working with Tribal Governments and tribal culture is recommended;
- Excellent written and verbal communication skills;
- Must be proficient with a computer, including experience with Microsoft Office programs and other digital databases;
- Must have valid driver's license, clean driving record, and be insurable.

DUTIES AND RESPONSIBILITIES

- Plan, manage, and administer surface and groundwater quality activities associated with the continued development of the tribal water program;
- Collect field data related to the chemical, physical, and biological health of waters located in and around the Community;
- Provide feedback and suggestions on the direction and needs of the tribal water program;
- Manage and administer prairie management plans and ecological restoration activities;

- Apply herbicide chemicals to control or eradicate undesired vegetation;
- Participate in prairie management prescribed burns;
- Provide updates to the Environmental Director on a regular basis concerning new issues related to water quality by developing briefing materials, informational updates, reports, position papers, and other documents;
- Review and revise Water Quality Monitoring Plans, and Quality Assurance documents;
- Manage, maintain, and continue to develop the water quality database;
- Assist in the development of Tribal Water Quality Standards;
- Develop a nonpoint source pollution prevention program;
- Conduct community education and outreach related to the water resources of the Community;
- Attend trainings, workshops, and meetings relevant to the tribal water program, meetings take place on the local, regional, state, and national level;
- Respond to water resource related questions and requests from the Board of Trustees and Tribal members;
- Assist the Environmental Director in various project assessments and the potential impact on water quality/quantity;
- Carry out all other activities as requested by the Board of Trustees or the Environmental Director.

PHYSICAL REQUIREMENTS

- Ability to accomplish prolonged sitting, standing, walking, stooping, walking uneven terrain in various conditions, and lifting up to 50 pounds.
- Some local and overnight travel required.

Please submit a resume, cover letter, unofficial transcript, and 3 references to:

Meri Jo Knutson, Executive Office Manager
Upper Sioux Community Board of Trustees
Upper Sioux Community
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