



Cow Creek Government Office

Position Description

Position Title: Environmental Specialist

Department: Natural Resources

Reports To: Environmental Services Program Manager

FLSA Designation: Non-Exempt

POSITION PURPOSE:

The Environmental Specialist supports the Natural Resources Department through technical expertise, environmental monitoring, restoration, compliance activities and field services.

ESSENTIAL FUNCTIONS:

- Implements EPA funded Tribal water quality monitoring programs. This includes the 106, 319, GAP and wetlands programs and completes EPA-required administrative and data reporting.
- Works with the Environmental Services Program Manager to develop an air quality program.
- Works closely with the Environmental Services Program Manager to develop and coordinate monitoring activities, including conservation practice effectiveness monitoring, water quality trend monitoring, and other activities. Work with other contractors, Tribal staff, and other partners to identify monitoring needs.
- Attend necessary trainings and keep up to date on water quality monitoring and data analysis methods and associated equipment.
- Monitor and update the Tribe on current water quality issues within the Tribe's Ancestral Territory.
- Conduct project monitoring activities as needed or directed.
- Represent the Tribe at state and federal water quality related meetings and rulemakings as necessary.
- Provide environmental expertise and specialist reports for environmental compliance activities.
- Provide technical expertise to other Tribal departments, programs, and business entities where applicable.
- Attend climate adaptation and resilience trainings
- Assists Water and Environmental Services Program Manager on climate adaptation planning
- Comment on proposed policies, plans and projects that may impact Tribal water, wetlands, or other environmental related resources.
- Conduct environmental data collection and monitoring on projects with a water, wetland, or other environmental resource nexus.
- Implements restoration activities as directed.
- Develop positive working relationships with various local, state, and federal partners to share technical knowledge of waters, wetlands, and other environmental resources.
- Other duties as assigned.

QUALIFICATIONS:

- High School Diploma or GED.
- Bachelor of Science degree in Hydrology or related field, required.
- Familiarity with federal, state, and local regulations that apply to wetlands and water quality
- Attention to detail.
- Minimum 2 years' experience with a focus on environmental sampling and analysis
- Prior experience in conducting field work, following monitoring protocols preferred.
- Data analysis experience.

- Experience with ARC GIS and ability to create maps using GIS, preferred
- Proficient in GPS use, or willingness to learn
- Experience with grant writing and project planning
- Experience with leading field crews and contractors
- Experience with collecting and recording biological field data and ability to identify plant and animal species in the field
- Proficient in Microsoft word and Excel
- Prior experience using current standard water quality testing equipment.
- Valid Oregon Driver's License, required.