



SHINNECOCK INDIAN NATION

P.O. Box 5006 Southampton,

New York 11969-5006

Phone (631) 283-6143 x 141

The oldest self-governing

Tribe of Indians in the United States

**Job Title:** Water Quality Program Manager

**Reports To:** Environmental Director

**Department:** Environmental Department

**Salary:** \$21-\$25/hr plus benefits

**Job Status:** Full-Time

**Summary:** Supports the tribe's environmental stewardship through the protection, restoration, and preservation of Shinnecock water resources. Performs all necessary duties to manage water resources under the EPA's Clean Water Act

### **Essential Duties and Responsibilities**

Conduct water quality monitoring and field sampling

Supervise staff, interns, and contractors

Analyze data and prepare technical reports

Maintain water quality equipment and databases

Develop and update Water Quality Standards and QAPPs

Manage EPA grants (CWA 106, 319) including budgets and reporting

Coordinate with other departments, federal agencies i.e. EPA, BIA, DEC, and NGO's

Provide community outreach and environmental education

### **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. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

### **Education/Experience:**



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### Minimum Qualifications

Bachelor's degree in environmental science, water chemistry or related field, or *3 years of relevant experience*

Experience with water sampling and environmental data

Strong communication and technical writing skills

Experience working with Tribal Nations

Ability to work in field conditions

### Preferred Qualifications

Master's degree in a related field

Knowledge of the Clean Water Act and Tribal environmental programs

GIS proficiency (ArcGIS or QGIS)

Grant management experience

Familiarity with Traditional Ecological Knowledge (TEK)

### **Certificates and Licenses:**

Must possess a valid driver's license.

### **Work Environment:**

Combination of office, laboratory, and fieldwork

Fieldwork may involve hiking, wading in streams, boating, and carrying equipment

Occasional travel for training, conferences, or interagency meetings

### **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. While performing the duties of this job, the employee is regularly required to stand and walk. The employee is occasionally required to sit.