YUROK TRIBE-JOB DESCRIPTION
Environmental Protection Specialist

**Job Title:** Environmental Protection Specialist
**Job Grade:** 7
**Department:** Environmental Department
**Location:** Klamath and Weitchpec
**Reports To:** Pollution Prevention Program Manager
**FLSA Status:** Non-Exempt

ALL HIRING IS SUBJECT TO THE YUROK TRIBE’S HIRING PREFERENCE
**Salary Range:** $22.70 – $29.62

**POSITION SUMMARY:**

The Environmental Protection Specialist (EPS) is a multi-discipline environmental professional position. The position is entirely grant funded and grant writing is an important and necessary function. The EPS may be assigned to any of the following environmental areas depending on the Tribe’s need, funding source, and the individual’s expertise: water quality, hydrology, air quality, solid waste management, pesticides, underground storage tanks (USTs), cultural resources, NEPA/environmental review, permitting/inspection, environmental education, data management, and/or administration. The current position is for solid waste management, pollution prevention & illegal dump mitigation within the Pollution Prevention Division.

**DUTIES AND RESPONSIBILITIES:**

1. Collect environmental field data and conduct environmental assessments related to solid waste, as they pertain to environmental laws & Tribal codes and ordinances related to Pollution Prevention.
2. Field work and documentation of environmental issues on the Yurok Indian Reservation related to Pollution Prevention, property cleanups and vehicle mitigation.
3. Develop and implement quality assurance/quality control documents and procedures for data collected.
4. Data entry, analysis and reporting to EPA and funding agency requirements and standards.
5. Identify and pursue funding and other resources necessary to meet the mission and objectives of the Pollution Prevention Division.
6. Interact with other Tribal departments and outside agencies as necessary and appropriate with guidance from supervisors.

**SUPERVISORY RESPONSIBILITIES:**

Supervise Environmental Technicians, Northern California Indian Development Council work crews, and interns as directed by supervisors.

**DESIRABLE QUALIFICATIONS:**

- Experience carrying out grant objectives for a Tribal government.
- Above average computer skills, GIS, GPS experience a plus.
Familiar with the Yurok Reservation and culture.
Experience working with various federal, state and local agencies.
Willingness to complete YTEP assigned training as part of career development.

MINIMUM QUALIFICATIONS:

- Academic education, formal training and/or work experience leading to a working knowledge of the objectives; principles, practices, standards, procedures, theories of environmental analysis; technical field work, and impact assessment.
- Knowledge of research and survey methodology commonly used to assess environmental impacts, and to classify or identify sources of environmental pollution and factors contributing to environmental degradation, or impacts on natural resources.
- General knowledge and practice in data collection and analysis techniques, and in formulating qualitative and quantitative standards.
- Ability to understand and apply federal and Tribal laws, regulations, policies, procedures, and program standards in the environmental assessment and planning process.
- Able to prepare clear, concise, and complete technical documents, reports, grants and other written materials.
- Skill and experience in functioning as a member of a technical workgroup or in a multi-disciplinary team environment.
- Able to exercise sound independent judgment within established guidelines and protocol.
- Must be willing to travel frequently on the remote areas of the Yurok Reservation.
- Must be willing to travel, successfully complete YTEP assigned training, and attend evening or weekend meetings as required.

EDUCATION/EXPERIENCE:

Minimum requirement is a Bachelor’s Degree from an accredited college in Environmental Science, Natural Resource Management or a closely related discipline

OR

Successful completion of an Associate’s Degree in a Natural Resources related field and 5 years’ experience working within a Natural Resources Program (i.e.: Forestry, Fisheries, Watershed Restoration) at the Technician level or higher.

CONDITIONS OF EMPLOYMENT:

- All applicants are subject to the Tribe’s Drug and Alcohol Free Work Place Policy including pre-employment screening.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- When necessary, must be able to lift 25 to 50 pounds.
- Must have a valid California Driver’s License.
- Must be able to drive a GSA vehicle.