Prairie Island Indian Community
5636 Sturgeon Lake Rd, Welch, MN 55089
1-800-554-5473

Job Opportunity

Closing Date: Friday, May 30th, 2014

Job Title: Environmental Health Specialist
Department: Land and Environment
Employment Status: Full-Time, Salaried, Exempt
Hours: Monday through Friday, 8:30 a.m. to 5:00 p.m. and as needed

Grant funded position (US EPA, Section 103 of Clean Air Act Program). This grant project ends 3/31/2015 with option to pursue additional project funding each fiscal year.

SUMMARY:
The Prairie Island Indian Community is seeking a full-time Environmental Health Specialist (EHS) who will plan, develop, and implement an outdoor and indoor Tribal Air Program for the Prairie Island Indian Community (PIIC). The EHS will implement a Clean Air Act Section 103 grant funded project to develop a Tribal Air Program for the PIIC including investigating air quality, completing an emissions inventory, and development and management of an ambient air monitoring program. Native American Preference will apply.

DUTIES AND RESPONSIBILITIES:
- Manage and administer the Tribal Air Program
- Participate in relevant air quality conferences
- Coordinate with tribal, local, and federal air professionals on region wide air issues
- Investigate and identify monitoring needs and data gaps
- Prepare an emissions inventory
- Develop an Indoor Air Quality Program
- Conduct indoor air quality assessments, including assisting with radon risk reduction
- Conduct outdoor air quality monitoring activities
- Maintain all monitoring equipment
- Serve as tribal staff contact on all outdoor and indoor air quality issues
- Obtain the necessary training to perform the duties of an Environmental Health Specialist
- Represent PIIC and establish a tribal presence in regional and national air organizations
- Conduct public outreach activities and education for residents and employees of PIIC
- Assist with grant writing and the management and reporting requirements of grants
Provide assistance and information to the tribal government and other tribal decision makers as needed to allow for sound environmental decision making

Other related duties as assigned by the Environmental Program Manager, Tribal Administrator and/or Tribal Council

QUALIFICATIONS:

- Bachelor’s Degree in environmental science, air quality, air pollution technology, chemistry, biology or related degree required
- Master’s degree or one to two years related environmental experience desired
- Ability to travel frequently during the first year, and as needed required
- Ability to work independently
- Ability to work with tribal, federal, state, and county officials, tribal members, and staff
- Grant management skills desired
- Strong written and verbal communication
- Sensitive to Native American culture and Native American Environmental matters
- Must pass a UA (drug screening) test
- Must have valid driver’s license and proof of insurability

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. While performing the duties of this job the employee may occasionally stoop, kneel, crouch or crawl, and lift or move up to 50 pounds, such as heavy monitoring equipment. Many job duties are conducted outdoors and the employee must be able to handle such elements as wind, rain, snow, and extreme temperatures.

NATIVE AMERICAN PREFERENCE
Native American Preference will be given to Native American candidates who present proof of eligibility for preference.

For questions or to submit cover letter and resume please contact Kyle Herdina, Environmental Program Manager, at kherdina@piic.org or (651)385-4165.