

PENOBSCOT NATION

TRIBAL ADMINISTRATION
HUMAN RESOURCES



12 Wabanaki Way
Indian Island, ME 04468
TEL: (207) 817-7312

JOB ANNOUNCEMENT:

The Penobscot Nation is seeking applications for the following position:

OPENING DATE: April 29, 2022

CLOSING DATE: May 16, 2022

Water Resources Field/Lab Technician (Regular)

JOB STATUS:

Water Resources Field/Lab Technician
Career Field: Program Staff
Pay Range: \$14.80 - \$26.89 per hr.
Category: B
Status/Term: Exempt, Full-time

LOCATION:

Penobscot Nation
Department of Natural Resources
Classification: Full-time
12 Wabanaki Way
Indian Island, ME 04468

BRIEF DESCRIPTION OF DUTIES:

SEE ATTACHED JOB DESCRIPTION

QUALIFICATIONS REQUIRED:

High School diploma or equivalent required. Associate's Degree and/or Bachelor's Degree in natural resource/ environmental protection field preferred. A minimum of one (1) to two (2) years of post-secondary education in natural resources, chemistry, biology or a related field required. However, an equivalent combination of education and experience that demonstrates ability and professional knowledge will be considered. At least one (1) field season of field experience with water quality monitoring required. In-depth familiarity with the Penobscot Nation Reservation and Trust Lands required. Familiarity with safe operation and maintenance and repair of field equipment including boats, outboard motors, ATVs, snowmobiles required. Excellent interpersonal, verbal and written communications skills required. Self-direction, organization, motivation and attention to detail required. Computer proficiency, including word processing, spreadsheet, email and Internet software required. Experience using GPS preferred. Some travel is required. Current State of Maine Driver's License required. Indian Preference will be adhered to in accordance with Penobscot Nation Personnel Policies and Procedures.

HOW TO APPLY:

- Apply online at penobscotnation.org/departments/human-resources.
 - Submit completed applications and resume along with certifications to Human.Resources@penobscotnation.org
- For further information, call 817-7312 or email at Human.Resources@penobscotnation.org

Job Description

Position Title: Water Resources Field/Lab Technician (Regular)

Department: Department of Natural Resources

Reports To: Water Quality Specialist/Water Resources Program Director

Rate of Pay/Category: \$14.80 - \$26.89 / B

Status/Term: Exempt, Full-time

JOB SUMMARY:

The Water Resources Field/Lab Technician is responsible for carrying out water quality monitoring and related year-round work of the Penobscot Indian Nation Water Resources Program.

ESSENTIAL DUTIES/RESPONSIBILITIES

- ❖ Collects water samples and water quality data (quantitative and qualitative) from Penobscot River and its tributaries and waters of Penobscot Nation Trust Lands.
- ❖ Closely follows the Quality Management Plan (QMP) for DNR, including all appropriate Quality Assurance Project Plans (QAPPs) and Standard Operating Procedures (SOPs) for the Water Resources Program.
- ❖ Assists with the development of new SOPs and QAPPs, as needed.
- ❖ Operates, calibrates and maintains field water quality instruments.
- ❖ Maintain field equipment as needed to perform daily duties.
- ❖ Administer continuous (and real-time) monitoring project(s) including: calibration, development and maintenance of water quality sondes, temperature/light recorders, weather stations, automatic sampling devices and associated equipment.
- ❖ Compiles and processes data from continuous temperature monitors and water quality data sondes;
- ❖ Assist WR Manager and other program staff with management and statistical analyses of water related data.
- ❖ Assists *WR Manager* and other program staff with developing and writing assessments and other water quality related reports.
- ❖ Collect and process biota (including fish, wildlife) and other environmental samples for PIN WRP projects.
- ❖ Collects and sorts aquatic insects that are used as water quality indicators.
- ❖ Gathers and compiles water quality related data, scientific literature and documents from libraries, on-line databases and other sources.
- ❖ Safely operates boats, outboard motors, trailers, ATVs, 4-WD trucks, canoes, snowmobiles and other field equipment.

- ❖ Assists the *WR Field Coordinator* with non-point source management implementation projects.
- ❖ Assists with conducting water quality laboratory analyses, including *E. coli* bacteria and biochemical oxygen demand; assists with preparing reagents, standards, media and sample bottles as needed.
- ❖ Maintains photo library for the water resources program.
- ❖ Assists with developing and implementing environmental education projects.
- ❖ Assists *WR Manager* and other staff with other assigned duties related to protection and enhancement of Penobscot Nation water resources.
- ❖ Assists with the completion of all reports on a timely basis as required for submission to the Tribal Chief and Tribal Council.
- ❖ Interacts harmoniously and effectively with others, focusing upon the attainment of Penobscot Nation goals and objectives through a commitment to teamwork.
- ❖ Conforms to acceptable attendance/punctuality standards as expressed in the Employee Handbook.
- ❖ Performs other related tasks, as requested.

KNOWLEDGE/SKILLS/EXPERIENCE REQUIREMENTS

High School diploma or equivalent required. Associate's Degree and/or Bachelor's Degree in natural resource/ environmental protection field preferred. A minimum of one (1) to two (2) years of post-secondary education in natural resources, chemistry, biology or a related field required. However, an equivalent combination of education and experience that demonstrates ability and professional knowledge will be considered. At least one (1) field season of field experience with water quality monitoring required. In-depth familiarity with the Penobscot Nation Reservation and Trust Lands required. Familiarity with safe operation and maintenance and repair of field equipment including boats, outboard motors, ATVs, snowmobiles required. Excellent interpersonal, verbal and written communications skills required. Self-direction, organization, motivation and attention to detail required. Computer proficiency, including word processing, spreadsheet, email and Internet software required. Experience using GPS preferred. Some travel is required. Current State of Maine Driver's License required.

Indian Preference will be adhered to in accordance with Penobscot Nation Personnel Policies and Procedures.

PHYSICAL DEMANDS/CONDITIONS/REQUIREMENTS

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to stand, walk, kneel, bend, crouch, run, reach overhead, grasp, push, climb, pull, use hands to finger, handle, or operate objects, controls, or equipment. Flexibility in work hours required.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work is performed in both an indoor and outdoor setting; exposure to adverse weather conditions may occur. Flexibility in working hours required.

Pre-employment physical will be conducted in accordance with the Penobscot Nation Personnel Policies and Procedures. Native American preference will be adhered to in accordance with the Penobscot Nation Personnel Policies and Procedures

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on an individual basis upon request