



SWINOMISH INDIAN TRIBAL COMMUNITY

Human Resources
11373 Moorage Way
La Conner, WA 98257
Phone (360)466-7347 | Fax (360) 466-1348

Is this a Testing Designated Position as described in the Drug and Alcohol-Free Workplace Policy?	No
Do the duties and responsibilities of this position involve regular contact with, or control over, Indian children or elders?	No

Indian Preference in Hiring shall apply to Swinomish Indian Tribal Community job opportunities.

JOB TITLE: Environmental Monitoring Biologist

DEPARTMENT: Fisheries

POSITION SUMMARY:

The Environmental Monitoring Biologist is a full-time, 40 hours per week, position reporting directly to the Senior Shellfish Biologist but primarily working with the Marine Ecologist and Environmental Specialist. The Environmental Monitoring Biologist will work on development and implementation of field and laboratory-related activities associated with water property monitoring, the sustainability of fisheries, first foods, and coastal habitat ecology. The Environmental Monitoring Biologist will also assist with Fisheries Department related tasks such as clam, green crab, and boat-based fishery surveys. Salary range starts at 61K but will be based on experience. Applicant must submit three items to be considered for the job: cover letter, CV, and Swinomish application. Email hr@swinomish.nsn.us or mail a complete employment application to Swinomish Indian Tribal Community, 11404 Moorage Way, La Conner WA 98257.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Serve as lead of water property instrument maintenance, data collection, data quality documentation, and data analysis from multiple marine-based monitoring platforms (primary duty)
 - Coordinate program for continuous monitoring instruments deployed on an offshore buoy
 - Conduct continuous intertidal water property monitoring at the clam garden site and nearby control site
 - Work with the Washington Department of Natural Resources to establish an ANEMONE pH monitoring site
 - All of these tasks will require the Environmental Monitoring Biologist to:
 - Conduct routine calibration, audits, and necessary maintenance of SeaBird, YSI, Onset HOBO, and other water property monitoring instruments
 - Perform monthly instrument swaps by boat or land
 - Build or maintain housings for various instruments
 - Download data and perform data quality/assurance procedures
 - Enter data into appropriate data repository (e.g., Excel spreadsheets or Access database)
 - Generate graphs/tables and co-author annual summary reports of results
 - Present project results to regional and international audiences
- Participate in European green crab monitoring

- Carry and set traps at sites throughout region
 - Assist with data collection at Swinomish sites and elsewhere as needed
- Assist in shellfish harvest management surveys and the restoration and research efforts of the Shellfish Team
- Enter data for various projects and produce other reports as needed
- Collect clam paralytic shellfish poisoning (PSP) samples
 - Contribute to a historical PSP trends analysis for Swinomish harvest areas
- Operate Swinomish research vessels as a dive tender and boat handler
- As this position is grant-funded, specific job functions and duties will evolve as needed to meet granting and project requirements
- Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities

MINIMUM QUALIFICATIONS

- Master of Science and at least one year of experience or a Bachelor of Science degree and at least three years of experience in a biology, marine biology, chemistry, environmental science or other related science
- Professional natural resources work experience
 - A minimum of one year of experience working with water property instruments such as SeaBird, YSI, Sontek
 - Specific knowledge of methods relating to the design and implementation of water property monitoring
 - Relevant coursework may count towards work experience
- Knowledge of shoreline ecology, geology, and fisheries biology
- Proficiency with Microsoft Office applications including: Excel, Access, PowerPoint, and Word
- Proficiency with statistics (preferably with R statistical programming language), data analysis, and data QA/QC
- Skilled at operating GPS and other navigation tools
- Must have valid Washington state driver's license or be able to obtain one if offered the job
- Must have valid Washington state boater education card or be able to obtain one if offered the job
- Current first aid, CPR, DAN O₂ certifications (or willingness to obtain certification if offered job)

PREFERRED QUALIFICATIONS

- 2+ years of experience working with water property instruments such as SeaBird, YSI, Sontek
- Experience handling, launching, retrieving, and trailering small-craft vessels (up to 24 ft. vessels)
- Microscopy experience
- Familiarity with ArcGIS

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to follow detailed data collection and data quality assurance/quality control procedures, maintain comprehensive notes on field and analytical tasks, and train others on these procedures
- Must possess strong oral and written communication skills, with the ability to effectively communicate project components to both a technical and general public audience
- Experience establishing effective working relationships with diverse groups and individuals
- Familiarity navigating inland Washington waters
- Must be physically fit and able to walk long distances over uneven surfaces carrying heavy (≤ 40 lbs) equipment
- Ability to maintain a positive, professional, and team-oriented attitude in challenging field conditions
- Strong work ethic and ability to work independently in both field and office settings
- Sensitive to American Indian culture, customs, and traditions

- Experience identifying shellfish species in inland Washington waters
- Ability to operate vehicles safely in field situations and on highways

WORK ENVIRONMENT AND TIME COMMITMENT

- Work schedule is 40 hours per week; this is a full time position
 - The Swinomish Indian Tribal Community is on a four-day work schedule; offices are closed on Fridays. Work hours are Monday through Thursday 8:00AM to 6:00PM, although the ability to work odd hours, Fridays, and weekends is a requirement.
- The position requires the ability and willingness to work professional hours outside the standard work schedule in order to accomplish work objectives, such as surveying during low tides that occur at night and/or over weekends. Work schedules will comply with non-standard work hour guidelines. The Environmental Monitoring Biologist will frequently use independent judgment to ensure efficient accomplishment of work tasks.
- Considerable time may be spent at a computer work station in the performance of data management and administrative tasks.
- Work may be performed under highly stressful conditions, and may involve extended periods of sitting, standing or walking.
- Work outdoors in inclement weather—including rain, snow, wind, severe heat, and darkness
- Walk long distances (> 1 mile) over uneven and sometimes slippery surfaces carrying heavy buckets or other equipment
- Lift and/or move ≤ 40 pounds over short distances (>50 feet)

EMPLOYMENT CONDITIONS

The Personnel Policies and Procedures of the Swinomish Indian Tribal Community apply to all employees. The position of Environmental Monitoring Biologist is considered to be a non-exempt “standard hour” position. This position does not involve regular contact with or control over children and is not a Testing Designated Position subject to random testing under the Tribe's Drug and Alcohol-Free Workplace Policy. If the position involves regular contact with or control over children or elders, then a successful applicant must also meet minimum standards of character based on an extended criminal background check.

TRIBAL PREFERENCE

Indian Preference in hiring shall apply to Swinomish Indian Tribal Community job opportunities. Employees working with vulnerable populations will be required to submit to drug and alcohol screening as needed.

Employee: _____ Date: _____

Supervisor: _____ Date: _____