



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Water Resources Specialist II
Natural Resources Department

OPEN: December 17, 2024

EXEMPMT: Yes

SALARY: (10) \$30.42-\$34.26/hr. DOE

SHIFT: Day

LOCATION: Tribal Administrative Bldg.

DURATION: Regular Full Time

CLOSES: February 05, 2025

JOB CODE:

DIVISION: Water Resources

DEPARTMENT: Natural Resources

SUVERSIVOR: Water Resources Scientist II

VACANCIES: 1

JOB SUMMARY: The Water Resources Specialist II (Specialist II) will assist the Water Resources Scientist III/Hydrologist and Water Resources Manager to provide administrative and technical support services to the Lummi Indian Business Council (LIBC) Natural Resources Department (LNR), with an emphasis on supporting water rights adjudication and related work. Technical duties may include designing, conducting, coordinating; hydrological, water quality, and/or biological data-collection/studies/reviews. Technical duties may also include providing technical review and drafting comments on studies, projects, or program/project proposals to ensure protection of Treaty resources related to water rights, water quality and quantity, shellfish, and anadromous fish stocks. Data collection may include supporting the Water Resources Scientist III/Hydrologist in surface and groundwater hydrology work, including stream gage placement. Other technical duties include supporting Water Resources Division staff needs related to surface and groundwater monitoring and water quality. Program/project proposals that could be reviewed include but are not limited to: Water management/storage projects, flood control/management projects, water use projects, instream flow, and water quality projects. Administrative duties may include supporting program planning, reporting, and contract and grant administration. The Specialist II will also assist in developing, updating, reviewing, and supporting the implementation of LNR and Lummi Water Resources Division (LWRD) assessment reports and planning documents, supporting the LIBC Multi-Hazard Mitigation Team efforts, and supporting floodplain management efforts.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Support and/or conduct hydrological, water quality, and/or biological data-collection/studies/reviews, or carry out programs using established procedures with an emphasis on supporting water rights adjudication work.
2. Summarize hydrologic, water quality and/or biological data using established data conversion and statistical procedures; write summaries, report segments, or reports with an emphasis on supporting water rights adjudication work.

3. Determine techniques and procedures and/or perform field investigations or research projects, and draft management/research reports or proposals based on those activities, with an emphasis on supporting the water rights adjudication.
4. Become familiar with the hydrology and related water resources of the Lummi Indian Reservation and the Nooksack River Basin/Water Resource Inventory Area 1.
5. Provide technical support related to Lummi Nation floodplain management efforts.
6. Support implementation of the Lummi Peninsula Groundwater Lawsuit Settlement Agreement.
7. Participate with interdisciplinary teams to review and provide hydrology, water quality, and related comments on environmental impact statements or similar environmental documentation to ensure protection of treaty resources.
8. Support water quality monitoring data collection and review, with the expectation of becoming the Quality Assurance Officer for the program within a year.
9. Support program administration and coordination for the Water Resources Division including, assisting with contractor selection and contract administration, program planning and implementation, and program reporting.
10. Support updates to LNR and LWRD assessment reports and planning documents and coordinate the implementation of approved plans.
11. Provide technical review and comment on LNR and LWRD draft documents and plans.
12. Support the LIBC Multi-Hazard Mitigation Team efforts.
13. Attend workshops, meetings, and take trainings as necessary.
14. Promote a positive and safe work environment.
15. Perform other duties as assigned by the immediate supervisor or the Water Resources Manager, within the general scope of work described.

MINIMUM QUALIFICATIONS:

- Bachelor of Science degree in hydrology, watershed studies, water resources management, environmental science, environmental policy, or closely related natural resources management field with 5-years minimum of professional experience in natural resources management.
- Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Master of Science degree in hydrology, watershed studies, water resources management, environmental science, or closely related natural resources management *preferred*. A Master of Science degree counts as three (3) years of professional experience.
- Familiarity with local hydrogeology, hydrography, and/or aquatic resources, *preferred*.
- Certified Professional Hydrologist (PH) or Licensed Hydrogeologist (LHg) *preferred*.
- Strong hydrology background with substantial field experience with surface water flow measurement and quantification, including both gaged and ungaged streams, and groundwater measurement and quantification *preferred*.
- Strong computer background with experience using word processing, spreadsheet, database, presentations, GIS software, and statistical software. Working proficiency with R statistical software is preferred.
- Ability to coordinate multiple projects to complete and write reports based on project results in a prescribed time period.
- Excellent oral and written communication skills.
- Knowledge of natural resource management; applicable environmental regulations; principles, practices, and methods of environmental science; field investigative techniques and data gathering and basic research; practices and methods of environmental problem solving;

environmental sampling methods and techniques; pollution prevention and pollution control; common computer software applications *preferred*.

- Ability to coordinate multiple projects; design and develop field studies; complete and write reports based on project results in a prescribed time period.
- Ability to organize time effectively and to work beyond normal working hours when required to achieve task objectives in a timely fashion.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- Position requires Criminal Background Check.
- Must demonstrate writing ability through a written essay.
- Must be physically able to work outdoors in inclement weather under strenuous conditions. Position requires hiking over difficult terrain for miles, and walking in and over streams with difficult footing, while carrying monitoring equipment. Position may require lifting (up to 30 pounds) of other equipment.
- Must maintain strict confidentiality at all times.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.