

Little Traverse Bay Bands of Odawa Indians

Job Posting

**Job Title: Water Quality Specialist****Department:** Natural Resources Department**Reports to:** Environmental Services Manager**Salary Range:** \$19.52 to \$27.32 per hour (\$40,602 to \$56,826) Annually**Status:** Non-Exempt**Level:** B24**Terms:** Grant funded position**Opens:** September 08, 2025**Closes:** September 22, 2025

SUMMARY: The Water Quality Specialist will be responsible for ensuring the protection and wise use of the LTBB's water resources through the monitoring and assessment of tribal water resources, the development of water quality standards, and the enforcement of regulations enacted to protect those water resources. The Water Quality Specialist will be charged with the administration and implementation of U.S. Environmental Protection Agency grants, Bureau of Indian Affairs grants and any other grants pertaining to surface and ground water issues within and adjacent to the 1855 exterior reservation boundaries or Ceded Territory as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Coordinate and perform activities associated with the collection of physical, biological, and chemical data in the field on LTBB water systems.
- Coordinate and perform activities associated with the monitoring, and assessment of selected wetland sites.
- Analyze surface water for chloride and total suspended solids in-house and coordinate contract and shipping of other water samples for external lab analysis.
- Sort macroinvertebrates to family and coordinate contract and shipping of samples for further identification by an external lab.
- Maintain, and manage all surface water data collected (download data from equipment, enter data into spreadsheets on LTBB network, and upload all data to the Environmental Protection Agency's National Database (WQX/CDX).
- Assist with analyzing water quality data.
- Manage water quality lab (order supplies, maintain equipment, point of contact for all lab-related issues).
- Perform routine maintenance of field and/or lab equipment used to implement the water quality monitoring plan.

- Complete and/or assist with developing, reviewing, and updating reports and plans required by grants (Performance Reports, QAPPs, Monitoring Strategy, Data Reporting, etc.)
- Work with WQB to assign water quality tasks to and oversee technicians/interns as needed.
- Assist with expanding water quality monitoring as needed based upon program goals.
- Manage, and/or assist with new projects, based upon the goals of the program to further knowledge on aquatic systems and/or restore sites (incl. experimental design, applying for grants, preparing budgets, reviewing invoices, meeting grant requirements).
- Attend meetings and trainings to update or acquire new skills.
- Complete Tribal program requirements including quarterly and annual reports.
- Provide technical support to other programs engaged in water related activities and assessments such as plant, wildlife or educational activities.
- Prepare and conduct education and outreach events and materials for the tribal and surrounding communities regarding water quality, Great Lakes, risks to aquatic systems, and related topics.
- May be required to assist other programs and perform other duties as needed.
- Present water quality work at partner meetings, community events, and conferences.
- Cooperation with and participation in water related activities and projects of other conservation agencies that affect water quality within and adjacent to reservation boundaries.
- Collaborate and represent LTBB on Tribal, local, state and federal workgroups, and/or projects pertaining to water resources in Indian Country.

EDUCATION AND EXPERIENCE:

Must possess a Bachelor of Science Degree in Limnology or Environmental Sciences or related science field and two (2) years of environmental field-related experience. One (1) year of that experience must be in a position equivalent to the Water Quality Biologist duties required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Must have knowledge of Microsoft Office Suite and be detailed oriented. Experience in an outdoor setting with boat and snowmobile operation required. Willingness to hike and carry heavy equipment for moderate distances. Knowledge of basic water quality concepts and G.I.S. and G.P.S. required. Macroinvertebrate and wetland plant identification skills required. Must be able to read, analyze and interpret common scientific and technical journals, be able to write scientific and quarterly reports and be able to effectively present information. Must be capable of empirical analysis and comprehension of symbolized information such as that found in formulas and graphs. Must be able to work with mathematical concepts such as probability and statistical inference. Must be knowledgeable about Tribal, State, and Federal wetland and water laws and regulations. Experience using R preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

Will need a LTBB scientific collector's permit, which will be provided upon hire.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel and reach with hands and arms. The employee is required to sit and talk and hear. The employee is occasionally required to stand, walk, stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds (data collection equipment on land and off a boat or canoe). Specific

vision abilities required by this job included close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. While performing the duties of this job, the employee is frequently exposed to outside weather conditions for long periods of time during all four seasons. Will work frequently on a boat, canoe, or kayak. The noise level in the work environment is usually moderate.

COMMENTS: Indian preference will apply. Must possess a valid Michigan driver's license with a good driving record, reliable transportation, and be insurable. Individuals must pass a thorough background investigation, including criminal and employment. Individual must have a positive job history including LTBB.