

**TITLE: ENVIRONMENTAL ANALYST – Aquatic Biologist**

**EMPLOYER:** NEIWPCC, Wannalancit Mills, 650 Suffolk Street, Suite 410, Lowell, MA 01854.

**LOCATION:** Vermont Department of Environmental Conservation, 1 National Life Drive, Main 2, Montpelier, VT 05620

**SALARY:** Grade & step dependent on level of experience & qualifications.

**ADDITIONAL INFORMATION:** Benefits provided but not included in salary range: vacation, personal and sick leave, health, dental, disability and life insurance, retirement plan. This position requires the incumbent to work five days a week, 8 hours per day, except for approved compensatory time

**BACKGROUND INFORMATION:** NEIWPCC is a regional commission that helps the states of the Northeast preserve and advance water quality. We engage and convene water quality professionals and other interested parties from New England and New York to collaborate on water, wastewater, and environmental science challenges across the regions, ecosystems, and areas of expertise. NEIWPCC is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion.

NEIWPCC serves as financial administrator and program advisor to the LCBP. As such, NEIWPCC employs the program staff, including the Program Director, and maintains the program office in Grand Isle, Vermont. In addition, NEIWPCC supports multiple LCBP-related positions in the New York State Department of Environmental Conservation (NYSDEC) Region 5 Office and a position in the Vermont Department of Environmental Conservation (VT DEC), who work closely with LCBP program staff.

The LCBP coordinates and funds activities that protect and improve the natural and human resources of the Lake Champlain Basin. Partners in the program include the States of Vermont and New York, the Province of Quebec, NEIWPCC, the U.S. EPA, the U.S. National Park Service, and the International Great Lakes Fishery Commission. LCBP also collaborates with several other agencies and organizations at the federal, state, and local levels, including private firms and academic institutions.

Since 1991, the LCBP has supported the Lake Champlain Long-term Monitoring Project, which provides critical data on water quality and ecosystem health in Lake Champlain and its tributaries. This program documents environmental conditions and detects long-term environmental change in Lake Champlain and its tributaries. Data from this project directly informs management of Lake Champlain and its watershed.

**JOB SUMMARY:** Incumbent is responsible for coordination and implementation of activities associated with the Lake Champlain Long-term Water Quality and Biological Monitoring Project (LTMP).

**DUTIES AND RESPONSIBILITIES:**

- Coordinate and implement collection of chemical and biological samples from Lake Champlain and its major tributaries with a focus on Vermont.
- Coordinate and implement collection of zebra mussel veliger samples in Lake Champlain and selected Vermont lakes.
- Ensure data quality and help to maintain the LTMP database
- Maintain project equipment and supplies.

- Schedule field activities and maintain the smooth operation of the project in coordination with New York DEC, SUNY Plattsburgh, and LCBP staff.
- Assist with preparation of the annual report and Quality Assurance Project Plan
- Assist with preparation of quarterly and annual project reporting for both the long-term monitoring and the zebra mussel monitoring programs.
- Maintain the project webpage.
- Conduct or assist with monitoring and other activities undertaken by the VT DEC Watershed Management Division's Lakes and Ponds Program,
- Provide technical assistance to other VT DEC staff.
- Provide assistance and guidance to municipalities, U.S. federal and state agencies, Québec provincial ministries, and the general public.
- Prepare technical reports of findings and recommendations.
- Perform special surveys, studies, or projects as assigned.
- Other duties as assigned

The satisfactory performance of the above duties and responsibilities requires the incumbent to have a thorough understanding of NEIWPC, LCBP, and VT DEC's programs, organization, and policies, to exercise initiative and resourcefulness in complicated situations, and to be able to work effectively with state and federal contacts, and people who have varied professional backgrounds. The ability to organize workload, and perform tasks in an accurate, conclusive and timely manner is required.

**SUPERVISORY CONTROLS:** Incumbent operates with substantial independence of action and delegation of professional decisions within their area of activity. Job performance is evaluated by the VT DEC Aquatic Biologist, in consultation with the LCBP Chief Scientist and NEIWPC Project Manager.

The incumbent will rely on their ability, expertise, and commitment to excellence. They will also build NEIWPC's culture which focuses on honesty, ethical behavior, personal integrity, respect for others, transparency, hard work, and collaborative teamwork.

#### **RECOMMENDED QUALIFICATIONS:**

##### **Education:**

A master's degree in biogeochemistry, hydrology, biology, ecology, or a related natural resources field is preferred.

Candidates who have taken a less traditional path may be considered if an aptitude for success and a strong willingness to learn is clearly apparent.

##### **Experience:**

Applicants must have at least (A) five years of full-time, or equivalent part-time, technical or professional experience in the field(s) of above, of which (B) at least three years must have been in a professional capacity, and of which (C) at least one year must have been in a supervisory, managerial or administrative capacity, or (D) any equivalent combination of the required experience and the following substitutions:

##### **Substitutions**

- I. An associate's degree with a major in a field referenced above or a related field may be substituted for a maximum of one year of the required (A) experience\*.
- II. A bachelor's degree with a major in a field referenced above or a related field may be substituted for a maximum of two years of the required (A) experience\*.

- III. A graduate degree with a major in a field referenced above or a related field may be substituted for a maximum of three years of the required (A) experience and one year of the required (B) experience.\*

\* Education toward such a degree will be prorated on the basis of proportion of the requirements actually completed.

### **Personal Characteristics**

- Think and act in a broad collaborative style. Care deeply about the health and impact of all of NEIWPCC, the Lake Champlain Basin Program, and VTDEC
- Comfortable in group settings and welcomes collaboration
- Naturally prone to action with a focus toward continuous improvement
- Diplomatic and welcoming in their approach to others
- Able to manage change and articulate the need for that change
- Comfortable working in a very collaborative environment and oriented toward getting things done; able to bring perspectives and ideas to the table while remaining open to perspectives and ideas from others. Open to lively debates
- Inclusive and interested in helping others
- Capable of fostering and deserving of trust
- Accept responsibility and is accountable for results
- Ability to write concisely, to express thoughts clearly and to develop ideas in logical sequence

### **Special Knowledge and Skills**

- Ability to pilot and trailer a motor boat, including in sometimes windy conditions with significant waves.
- Knowledge of the principles and practices of biology and aquatic chemistry.
- Familiarity with common stream and lake biological survey and sampling procedures.
- Working knowledge of ecology, limnology, botany, phycology, and related disciplines.
- Knowledge of the ecology, habitat, and life histories of Vermont's aquatic flora and fauna.
- Ability to operate laboratory and field equipment related to stream and lake sampling.
- Ability to set up and maintain advanced monitoring infrastructure such as high-frequency data buoys
- Ability to compile and organize data, interpret results, and formulate recommendations.
- Knowledge of R, Python, or similar data analysis computer languages and visualization tools.
- Ability to research and prepare technical reports and contribute to peer-reviewed publications.
- Ability to communicate effectively, orally and in writing.
- Ability to establish and maintain effective working relationships.
- Ability to regularly work outdoors in varied climatic conditions.
- Knowledge of applicable federal and state water quality laws, policies and programs.
- Ability to plan, assign, supervise, and review the work of others.

### **Requirements**

Duties will be performed in a mix of field and office settings, with field work dominating in the spring and summer (April – October) and office work dominating in the winter (November – April). Frequent travel to field sites throughout Vermont and the Lake Champlain Basin (but limited overnight travel). There will be occasional need to travel to various meeting locations in Vermont, New York, and Quebec, for which a private means of transportation, a valid driver's

license, and a valid passport or smart-license is required. A boating license valid throughout the Lake Champlain Basin will also be required by the time of employment.

Incumbents must be able to work outdoors in all types of weather and travel over rough terrain and water. Laboratory work may incur exposure to noxious or harmful chemicals or fumes.

Attendance at the NEIWPC Lowell office for a one-day orientation and at the annual All-Staff Meeting is mandatory.