TITLE: Information Officer – Environmental Data Scientist

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

LOCATION: CT DEEP, Water Monitoring & Assessment, 9 Windsor Avenue, Windsor, CT 06095.

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.

JOB SUMMARY: The NEIWPCC Information Officer will support Connecticut's Water Monitoring and Assessment Program (WMAP) through data management, tool development, data analysis, and data system development and maintenance to ensure compliance with state and federal reporting requirements. Responsibilities include compiling, cleaning, validating, organizing, and analyzing water data utilizing a variety of tools. Development of routine queries, data workflows, and processes to enhance the consistency and accuracy of data analysis and reporting. Support data management of WMAP information systems and transfer of data to federal and state public repositories, such as EPA's Water Quality Exchange (WQX). Assist WMAP program staff to improve program implementation through the development of data management tools and processes.

The position is financially supported by a contract between EPA and NEIWPCC and is expected to be in place for at least two years.

DUTIES AND RESPONSIBILITIES:

- Collaborate with WMAP staff to improve data management and program implementation.
- Understand and compile data from current and historical internal data sources.
- Design tools to optimize data cleaning, validation, and analysis.
- Perform data queries and data analysis.
- Develop tools and testing frameworks to ensure data quality and accuracy.
- Support management of data systems.
- Create reports and presentations that detail findings, recommendations, and solutions.
- Document data workflows and processes.
- Perform data queries and data analysis using SQL, Python, R, or other programming language.
- Support WMAP staff in responding to inquiries and requests for information, including querying information systems to generate reports and retrieve relevant data.
- Assist in the development and implementation of technical documents, presentations, and other reports.

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 CT DEEP Supervising Environmental Analyst in consultation with the NEIWPCC Project Manager.

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

Based on assignment, incumbents of positions at this level may exercise direct supervision (i.e., not through an intermediate level supervisor) over, assign work to, and review the performance of 1-5 technical or professional personnel; may exercise indirect supervision (i.e., through an intermediate level supervisor) over 6-15 technical or other personnel; and/or may exercise functional supervision (i.e., over certain, but not all, work activities, or over some or all work activities on a temporary basis) of 1-5 technical or professional personnel.

RECOMMENDED QUALIFICATIONS:

Education

A bachelor's degree in data science, computer science, statistics, information systems, natural resources, environmental science, mathematics, or related degree.

Experience

Applicants must have at least one year of full-time, or equivalent part-time, technical, or professional experience in a professional capacity.

Personal Characteristics

- Naturally prone to action with a focus toward continuous improvement and commitment to contributing to the overall success of NEIWPCC.
- Ability to build collaborative relationships across NEIWPCC and our partners.
- Approachable and diplomatic in all interactions.
- Able to manage change and articulate the "value case" for it.
- A team player who is inclusive and willing to help others.
- Dependable and capable of fostering trust.
- Accepts responsibility and is accountable for results.
- Ability to write concisely to express thoughts clearly and to develop ideas in logical sequence.
- Ability to exercise discretion in handling confidential information.
- Excellent organizational skills and the ability to prioritize key deliverables.

Special Knowledge and Skills

- Experience using SQL, Python, and R. Preferred experience with MariaDB.
- Experience with database management and data management scripting.
- Experience developing and documenting reproducible data analyses.
- Experience cleaning and validating water quality data, including high-frequency sensor measurements and biological, chemical, or physical data.
- Familiarity with statistical and data mining techniques and when to use them.
- Experience following standard operating procedures.
- Experience reviewing environmental data for consistency with state and federal policies, regulations, and statutes.
- Excellent interpersonal and oral communication skills; comfortable with public speaking.

Requirements

- A valid driver's license and access to own transportation required.
- Attendance is mandatory in the Lowell office for a one-day orientation and at the annual All Staff Meeting (held the last Thursday and Friday in March each year).
- This is a full-time position. This position requires incumbent to be in the office or at the assigned work location Monday – Friday for the first six months of employment. After six months of employment, this position may be eligible for a partial telework schedule, subject to approval and determined by program and office needs. Telework schedules are authorized by the NEIWPCC Executive Director.

SALARY: Salary dependent upon level of experience and qualifications.

BENEFITS: 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, 7 ½ hours per day, except for approved compensatory time.

For more information about NEIWPCC, visit www.neiwpcc.org.