

# Solid Waste & Environmental Quality Manager



Department: Natural Resources  
Classification: Full-Time Salaried

## SUQUAMISH TRIBE

### DESCRIPTION

#### Benefiting Your Future!

- Competitive pay of \$85,000.00 - \$90,000.00 / DOE
- Fully paid employee Medical, Dental, Vision premium
- \$50,000 Basic Life Insurance, Long Term Disability
- Voluntary Flexible Spending Account, Life Insurance, Short Term Disability
- 401(k), and 5% Employer Contribution
- Paid Leave: Annual, Sick, 13 Paid Holiday Observances, Jury Duty, Bereavement, Closure

#### Summary

The Solid Waste & Environmental Quality Manager is responsible for the management and oversight of the Suquamish Tribe's Solid Waste and Environmental Quality Program on the Port Madison Reservation, and works directly with the Natural Resources Director in setting priorities and implementing actions. They manage and mentor program staff, develop and manage program budgets and grants, evaluate program capacity and needs, and develop strategies to address priorities.

#### Your Responsibilities

- Responsible for the management and supervision of Program staff
- Develops and manages Program budgets, grants, and contracts
- Assists and participates in the development of policy proposals, alternatives, and recommendations to Natural Resources Director, executive management, and Tribal Council to meet identified Natural Resources goals and objectives
- Develops strategies and implements actions to prevent, reduce, and remediate solid waste issues on the Reservation
- Works with the community and Tribal departments to identify problems and solutions of illegal dumping activities and solid waste problems on the Reservation
- Implements Tribal neighborhood cleanup events and other programs for the proper disposal of household wastes and household hazardous wastes on the Reservation
- Develops and implements programs for the prevention and control of air pollution on the Reservation
- Designs and implements studies, or evaluates study designs and data of other entities, to assess potential impacts to the Tribe's resources
- Evaluates governmental-to-government consultation policies and procedures, and either participates on governmental consultation issues directly as tribal staff lead or delegates to program staff
- Participates in applicable intergovernmental advisory committees and forums, or delegates to program staff
- Works with the Office of Tribal Attorney, Police Department, and Tribal Court on the implementation of applicable Tribal codes. These codes include, but are not limited to, solid waste, public nuisance, and civil trespass.
- Works with the Office of Tribal Attorney on the modification and development of applicable Tribal codes
- Research and apply for grants to fund prioritized program projects
- Coordinates with the Tribal Historic Preservation Officer on cultural resources issues



# SUQUAMISH TRIBE

## Qualifications You'll Bring

- Minimum Bachelor of Science Degree in environmental or natural sciences, or other allied field, and eight years professional-level experience in environmental or natural resources activities required **OR**
- A Master's degree in one of the above fields and six years of professional-level experience as required above required.
- Working Knowledge of Microsoft Office programs
- Experience in writing grants and/or funding proposals is preferred

## What to Expect

- Manage a multidiscipline program; effectively communicate technical information, both orally and in writing; demonstrate a high degree of technical expertise; define environmental problems and determine extent and types of information required; analyze environmental information to recommend solutions and corrective actions; develop or review study designs and data collection methods, and interpret data; and, identify key relationships, draw logical conclusions, and maintain effective working relationships with governmental officials, agency representatives, and stakeholders.
- Maintain a good relationship with, and have the ability to work in, a culturally diverse environment.
- Manage, supervise, and coordinate Program staff in a safe and productive manner.
- Maintain effective working relationships with governmental officials and agency representatives.
- Have the professionalism to effectively and courteously address various degrees of communications from the public including criticism, questions, and operational-oriented ideas and concerns.
- Ability to work occasional evenings and/or weekends

## Requirements

- State and Tribal Background check
- Valid WA State Driver's License
- Pre-Employment drug testing
- Native American Preference
- Random Drug Testing
- Suquamish Tribe Vaccine Requirements