

Submit resume and cover letter by May 23, 2011 to:

Northern Water
220 Water Avenue
Berthoud, CO 80513 jobs@ncwcd.org Preferred

Posted:
By:
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By:

**Northern Colorado Water
Conservancy District**
Job Specifications

April 26, 2011



Level/Grade:

Job title: *Water Quality Specialist*

Division/Department: Engineering – Water Quality

Reports to: Esther Vincent

Title: Water Quality Manager

Type of position:

Full-time

Part-time

Hours: 40/week

Exempt

Nonexempt

General Statement:

Under the general supervision and direction of the Water Quality Manager or his/her delegated representative, will assist in the oversight, planning and implementation of water quality monitoring programs, water quality assessments and water quality improvement projects.

Duties and Responsibilities:

A. Modeling

Performs watershed and water quality modeling.
Gathers and formats data and information for use in models.

B. Data analysis and management

Performs statistical and other data analysis.
Prepares graphical and tabular data summaries.
Assists in maintaining water quality database.

C. Reports and Planning

Prepares/writes technical reports and summaries.
Develops scopes of work, meeting agendas/logistic, proposals and contracts.

D. Regulatory Issues/Monitoring

Monitors local, state and regional regulatory issues and processes
Monitors Water Quality regulatory compliance for Northern Water activities and operations.

E. Outreach

Represents Northern Water at meetings.
Provides public outreach and education.

F.	Project and/or Task Lead Provides oversight, direction and reviewing the work of others.
G.	Other Duties Performs other duties as assigned.

Training Experience or Education Requirements:

Training Experience Required
Minimum of five years' experience in watershed and water quality management, managing databases, statistical analysis, preparing technical reports, or consultant work in a water or environment-related field.

Education Required
A Master's or Bachelor's degree in Water Resources, Natural Resources, Environmental Science, Watershed Science, Biology, or a related and associated field with course work related to the watershed sciences (e.g. hydrology, aquatic ecology, limnology, wetlands, soils, biogeochemistry, water quality modeling, etc.)

Physical Requirements:

- Requires sustained operation of keyboard devices.
- Requires prolonged sitting, standing, and walking in performance of daily activities.
- Lift, drag, or push boxes, paper, and documents weighing up to 25 pounds.

Must be able to meet the physical requirements of a post job offer physical examination

Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions of the job.

Knowledge, Skills, and Abilities Requirements:

Knowledge:

General knowledge of water quality issues in Colorado.
 Knowledge of and understanding of watershed-based planning and watershed management principles.
 Knowledge of the Clean Water Act and regulatory framework.
 Proficient in MS Excel and knowledge of database management.
 Proficient in statistics and data mining techniques.
 Knowledge of the Safe Drinking Water Act is a plus.

Skills:

Excellent quantitative, problem-solving, written and oral communication.
 Excellent organizational skills.
 Excellent technical writing skills required, as well as good organizational, analytical, and data management.

Abilities:

Self-motivated.
 Able to work on multiple projects concurrently.
 Meet tight deadlines.
 Work well with others as a member of the team and with stakeholders.

License, Certificate, or Credential Requirements:
Current, valid Colorado driver's license.
Other Requirements:
Maintains a personal appearance appropriate for job position and image of Northern Water.

This job description in no way states or implies that these are the only duties to be performed by this employee. He or she will be required to follow any other instructions and to perform any other duties requested by his or her supervisor.