



# Yerington Paiute Tribe

## VACANCY ANNOUNCEMENT

Position Classification and Description  
Tribal Council Approved: 8/11/2015  
**ADVERTISE/LOCAL OPEN**

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**POSITION TITLE:** Environmental Director  
**DEPARTMENT:** Environmental  
**SUPERVISOR:** Tribal Chairman  
**WAGE:** Level 18-0 \$18.68 to Level 20-0 \$20.59 F/T 40hrs/wk  
**CLOSING DATE:** Open Until Filled

**POSITION SUMMARY:** The primary function of this position is to oversee the environmental direction of the Tribe and tribal environmental programs.

**DUTIES:**

- Conducts research, data collection, and community education in relation to specific environmental issues that affect Tribal lands.
- Identifies work projects and develops tasks and objectives to meet Tribal environmental goals.
- Facilitates public meetings and reports to Tribal Council on environmental concerns of the community.
- Implementing grant direct activities and grant objectives and working within the budget of the grant.
- Keeps abreast of current trends and information in the field of environmental regulation.
- Conducts environmental research, data collection, testing, and assessments.
- Prepares and reviews environmental reports required by EPA.
- Attends necessary training sessions and meetings, represents the Tribe at local, regional and national environmental meetings, groups and organizations.
- Develops specific program education and outreach materials for environmental issues.
- Reviews possible interim and permanent strategies to address potential or existing environmental concerns of the Reservation.
- Develops Tribal environmental programs, such as but not limited to: solid waste, air quality, water quality, soil contamination, hazardous materials, emergency response, pesticide control, and recycling.
- Seeks sources for additional funds for future environmental projects, and writing grants.
- Submits data necessary for required reports; ensure grant is in compliance with the funding source.
- Makes monthly, quarterly and yearly reports to the EPA Project Officer and Tribal Council.
- Perform other duties as assigned.

**QUALIFICATIONS:**

- Bachelor's degree in Business Administration or related field experience with major concentration in managing people, budgets, program objectives and grant administration combined with 2 years of work experience in the area of an environmentally related field.
- Minimum of at least 2 years of supervisory experience overseeing a staff of at least 5 required.
- Demonstrate proficiency in verbal and written communications, people skills and computer skills.
- Ability to self-start and work independently, and in collaboration with others, and be able to develop and lead a team.
- Experience working in a culturally diverse setting.
- Able to analyze tribal and political factors to posture an environmental direction for the Tribe.
- Possess a valid Nevada Driver's License and be insurable.
- Pass pre-employment drug screen and complete background investigation.
- Able to lift 40 lbs or more.

**HOW TO APPLY:**

1. Complete an application by contacting our Human Resources Director below.
2. All applications must accompany a 3 year DMV history, high school diploma/Equivalent or College Degree.

**Human Resources Department**  
**Teri Brenneis**  
**171 Campbell Lane**  
**Yerington, NV 89447**  
**775-783-0265**  
**Fax: 775-627-9022**  
Email: [hrdirector@ypt-nsn.gov](mailto:hrdirector@ypt-nsn.gov)

**Please note: Preference may be given to qualified Native American applicants under CFR, Subpart M, Part 273, Subpart D, Section 273.45, and/or 25 U.S.C. Section 5307. Also, applicant must pass and comply with the PL101.630-Indian Child Protection and Family Violence Protection Act, if applicable.**