

Anvik Tribal Council
Job Description
Tribal Brownfields Coordinator

Purpose

The Tribal Brownfields Coordinator (TBC) will establish the Tribal Brownfields Response Office and follow the EPA Grant Work Plan. This will entail developing a survey and inventory of potential Brownfields (contaminated or suspected to be contaminated) sites, developing and implementing plan for the Tribal Response Plan, providing means for Public participation, establishing a Public Record, and organizing training sessions for responders and clean-up workers. The TBC will develop a clean-up plan for contaminated sites, and pursue EPA Brownfields funding to execute assessment and clean-up operations at identified sites.

Qualifications

- 1) High School diploma or GED required
- 2) Knowledge of general office procedures
- 3) Computer knowledge required
- 4) Basic bookkeeping skills helpful
- 5) Must be organized

***Preference given to Alaska Native or Native American applicants**