

## **PART-TIME WATER QUALITY ASSOCIATE**

The Toledo Metropolitan Area Council of Governments (TMACOG) is seeking a motivated individual for work in its Water Quality Department. This is a temporary position requiring coordination of work with water quality staff for TMACOG's Student Watershed Watch (SWW) and other water quality programs and projects.

Primary responsibilities include:

- Provide on-site/in-stream water quality testing support to teachers and students
- Provide logistical and planning support to a student conference and teacher training
- Track inventory, compile multiple supply orders, and place supply orders
- Participate in community outreach events
- Assist staff in maintaining social media
- Create basic surveys and compile responses
- Compile water quality and health department data to create spreadsheets and maps
- Communicate with regional partners in person and via email and phone
- Assist staff in report writing
- Provide support to the Water Quality program and projects as needed

Required Skills:

- Strong ability to coordinate multiple activities
- Strong ability to plan ahead to meet firm deadlines
- Strong written and verbal communication skills
- General knowledge of water quality issues affecting northwest Ohio
- Knowledge of water quality sampling techniques
- Ability to communicate a message through web-sites and social media
- Ability to work outdoors in rough terrain and in the stream
- Ability to work with diverse groups of people
- Good knowledge MS Office – Word, Excel, Powerpoint

Preferred Skills

- Experience with identification of aquatic macroinvertebrates
- Experience with geographic information (GIS)

Additional Requirements:

- Applicant must be at least 18 and must have completed coursework toward a degree in environmental sciences or a related field.
- Applicant must be legally able to work in the U.S.
- Employment is contingent upon drug screening and background check at time of offer
- Must be able to work an average of 16-20 hours per week beginning Summer 2018 through June 2019.
- Must have driver's license and access to personal vehicle for travel in the TMACOG region (mileage reimbursed)

**Hourly wage \$12-\$14, commensurate with experience**

**Please send resume to Kari Gerwin at [gerwin@tmacog.org](mailto:gerwin@tmacog.org).**

**Position open until filled**