

UMass - Technical Assistance Providers for Public Water Systems for the USEPA Emerging Contaminants in Small or Disadvantaged Communities Grant Program (EC-SDC Grant Program)

Job Description

The Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Program (DWP) partners with UMass Amherst to provide training and technical assistance to small and/or disadvantaged public water systems (PWS) in Massachusetts. UMass Amherst / MassDEP is currently looking to hire individuals to assist small and/or disadvantaged PWS with aspects of the USEPA EC-SDC Grant Program to address emerging contaminants in drinking water.

This work may include assisting PWS through one or more of the following tasks:

- Complete grant paperwork such as Project Scopes of Work, budget forms, and associated documentation
- Evaluate PWS grant eligibility and financial need
- Use federal and/or state tools for demonstrating grant eligibility and financial need and collect documentation to support eligibility and need
- Assist PWS with project planning to address emerging contaminants such as PFAS or manganese
- Ensure PWS compliance with grant requirements throughout the project timeline such as BABA, MEPA, MassDEP permits, etc.
- Complete monthly project reporting forms for PWS grantees
- Coordinate with PWS owners, operators, and/or contractors throughout the entire grant period
- Develop training and guidance materials
- Conduct training for PWS owners and/or operators
- Respond to phone and email inquiries about the grant program
- Attend periodic virtual (video conference) project meetings

Several positions are available. The selected candidate(s) will provide technical assistance primarily via phone/email and virtual meetings. Some in person meetings may occur on a case-by-case basis. Applicants must have a background in drinking water, engineering, grant management, or other closely related field. Basic computer and communication/people skills are required. Candidates of all experience and skill levels are encouraged to apply.

Schedule: 10-20 hours per week

Compensation: \$18-45/hr depending on experience. This is an hourly, non-benefitted position.

Please send a resume and a brief statement of interest to drinkingwater@umass.edu . Include "EC-SDC TAP Position" in the email subject line.