

Environmental Analyst – Maine Drinking Water Program
Augusta, ME (two positions available)



NEIWPC, the Maine Department of Health and Human Services (ME DHHS), and Maine Center for Disease Control and Prevention (ME CDC) are seeking two full-time Environmental Analysts to provide technical assistance and program support for the Drinking Water Program.

We're looking for one **Grant & Assistance Outreach Specialist** to work with internal and external teams to identify Public Water Systems (PWS) serving Disadvantaged Communities and provide technical assistance with grant applications. Tasks will include:

- meeting and collaborating regularly with internal and external stakeholders, and communicating information and opportunities accordingly;
- participating in the development of grant applications, the solicitation of applicants, and awards, and the administration of multiple grant programs;
- providing technical, operational and compliance assistance to PWS, including on-site visits and off-site communications; and
- assisting with data improvement and other related projects.

We're looking for one **Technical Assistance Provider** to work with the Public Water System Inspection Team to provide support for the Drinking Water Program. Tasks include:

- providing technical, operational and compliance assistance to PWS, including on-site visits and off-site communications;
- participating in field inspection visits, and providing hands-on technical assistance and education to promote compliance and increased technical, managerial, and financial capacity of PWS owners and operators;
- performing research; and
- assisting with data improvement and other related projects.

Successful candidates will have a bachelor's degree in environmental science or a related field, and at least three years of related experience. We're seeking candidates with outstanding communication and organization skills, excellent computer capabilities, and proven accuracy with data management. Knowledge and experience with math/accounting, and a dedication to protecting public health is preferred.

These full-time positions are based in the Maine CDC offices, located at State House Station 11, 286 Water St, Augusta, ME 04333. These are in-office positions, with some limited travel, for which a driver's license and access to private means of transportation are required. After six months of employment, this position may be eligible for a partial telework schedule, subject to approval and determined by program and office needs.

NEIWPC offers a competitive compensation package, including excellent comprehensive benefits for eligible employees. The salary range for this position is \$49,000 - \$60,000.

A full position description may be viewed at: <https://neiwpc.org/about-us/careers>.

To apply, send a cover letter, resume, and writing sample to jobs@neiwpc.org by Tuesday, August 23, 2022. Accepting applications until both positions are filled. Please reference #22-DHHS-DWP-001 in the email subject line. Candidates will be considered for both positions unless preference is specified by the applicant in their submission email.

NEIWPC is an equal opportunity employer, and will not discriminate against any employee or applicant for employment because of their race, color, creed, religion, national origin, gender, sexual orientation, gender identification, marital status, physical and mental disability, ancestry, genetic information, age, political or union affiliation, pregnancy or related medical conditions, military service or application for military service, veteran status, or any other status or classification protected by applicable law. Physical or mental disabilities will be considered only as they may relate to the candidate's ability to fulfill bona fide job requirements. This policy refers to all personnel practices including employee recruiting, hiring, transfers, promotions, training, disciplining, terminating and all other conditions.