



PETERSBURG INDIAN ASSOCIATION

PO Box 1410

15 N. 12th Street

Petersburg, Alaska 99833

Phone: 907-772-3636

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Job Title: IGAP Assistant

Supervisor: IGAP Director

Job Status: Part-Time, Permanent

Hours: 6 Hours per day M-F

Wages: Starting at \$17.50

Job Description:

Under the direction of the Tribal Resource Director, perform a variety of technical/administrative functions to ensure compliance with EPA standards relating to Tribal lands. Assist the EPA Tribal Resource Director in the coordination of the Tribe's "Indian General Assistance Program" (IGAP) which focuses on a broad range of environmental issues.

Essential Job Functions:

- Assist with collecting water samples weekly and identifying Phytoplankton.
- Collect clams and/or mussels to send out on the airline weekly.
- Report results for samples on a designated website.
- Collect nets and strip the weed line.
- Potentially assisting with composting operations:
 - Collecting compost materials
 - Mixing compost
 - Fueling equipment
 - Screening compost
 - Bagging Compost
- Assisting with E-waste program
 - Disassembling various electronics
 - Sorting materials for recycling and preparing for shipping
 - Disposing of non-recyclable materials
- Assist with writing reports.
- Other duties as assigned

Minimum Qualifications:

- Valid Driver's License
- Must pass a pre-employment drug screen
- Native Preference

Benefits:

- The Petersburg Indian Association offers a competitive benefits package, including paid time off and retirement plan options.

Interested candidates should submit applications to careers@piatribal.org