



Spirit Lake Tribe
P.O. Box 359
Fort Totten, North Dakota 58335
britneyr@spiritlakenation.com

Job Title:	Environmental Health Specialist	Open Date:	April 19, 2024
SL Program:	Spirit Lake Health Center	Close Date:	April 26, 2024

Position Objective: Position Objective: To assist families and communities in the implementation of a comprehensive environmental health program by identifying and assisting in the correction of environmental health conditions detrimental to the health of the community

Job Responsibilities

- Coordinates environmental health activities with other functions of Spirit Lake Tribal, federal, state and local entities to secure maximum utilization of resources
- Identifies environmental health related problems (water supply, waste disposal, food sanitation, insect and rodent control, etc.) at home and in communities, and makes appropriate referrals
- Conducts surveillance of environmental health conditions of Tribal and non-Tribal lands within the reservation boundaries and refers violations to responsible parties
- Conducts food service sanitation surveys of Tribal and Bureau of Indian Affairs (BIA) and Tribal Institutions, Head Start centers, day care centers, Foster Care Homes, eating and drinking establishments, and Tribal celebrations in accordance with Public Health Standards and Tribal Ordinances
- Conducts periodic inspections of sanitation facilities with Indian Health Service Tribal Utility Consultants (water, systems, sewage disposal systems, and solid waste disposal systems) for compliance with current recommended practices. Recommends and promotes necessary improvements
- Conducts surveys and evaluates Tribal industrial operations for compliance with current industrial hygiene standards
- Work in conjunction with SLHC Safety Officer to ensure Health Center and Tribal facilities (if required) meet AAAHC accreditation and/or safety standards
- Conducts traffic surveillance through observation check points to determine seat belt usage on Spirit Lake
- Conducts surveillance and maintains data on communicable diseases vectors. Promotes and recommends measures necessary for vector control
- Initiates and actively participates in the community Injury Prevention Program
- Conducts follow-up inspections and assists in the development of effective operational and maintenance procedures.
- Assists in epidemiological investigations as requested by the Health Center, Tribal Health Staff or Emergency Management in the event of communicable disease outbreak
- Attends and participates in various Tribal, and interagency initiatives to ensure adequate consideration of environmental services needs/issues on the reservation

- Recommends codes and ordinances for enactment by the Tribal Council to control environmental conditions on the reservation
- Must inform CEO immediately of environmental emergencies
- Other duties as may be assigned by the CEO
- Supervise the Animal Control Officers and manage equipment and facility where animals will be housed
- Responsible for the planning and execution of the Rural Animal Vaccination Services (RAVS) Clinic
- Assist with conducting animal attack investigations in conjunction with Fish and Wildlife and Law Enforcement.
- Responsible for written monthly reports and updates the CEO and Health Board on matters related to Department.
- Manages the Animal Control ordinance and make changes as needed.
- Completes department requisitions.
- Must comply with federal laws and regulations as required by the Health Insurance Portability and Accountability Act (HIPAA).

Qualifications, Experience and education required:

- High school diploma or equivalent.
- Must possess a valid North Dakota Driver license and be insurable under the Spirit Lake Tribe's Insurance Policy.
- Must successfully pass a criminal and background check and a pre-employment drug screen.
- Knowledge of SLHC safety policies and procedures.
- Must be able to work in the field, travel from site to site and accept exposure to high levels of noise, dust, grease, smoke, fumes, gases, inclement weather conditions and other factors which negatively impact the conditions of the position
- Must be willing to work more than eight hours per shift when required and perform labor intensive functions in all weather conditions
- Must be able to perform the functions of this position with or without direct supervision
- Must have the ability to network with outside agencies and maintain communication
- Must successfully complete ServSafe certification within 1 year of employment
- Extensive knowledge of the operations, services and activities of an Environmental Health Program and the functions of an Environmental Health Officer or Registered Sanitarian
- Understanding and knowledge of pertinent federal, Tribal, state and local laws, codes and regulations
- Proficient with methods, techniques and materials used in environmental health
- Familiarity with Indian Health Service Ten Essential Services (Office of Environmental Health)
- Demonstrate strength in working autonomously and without direct supervision
- Skill in prioritizing and planning.
- Skill in interpersonal relations.
- Skill in use of personal computer and a variety of job related software applications.

Job Location:	Spirit Lake Health Center	Company Industry:	Spirit Lake Health Center - OEH
Job Role:	Environmental Health Specialist		
Employment Status:	Full- time	Supervision	SLHC Chief Executive Officer
Grade:	16	Manages Others:	yes
Number of Vacancies:	1	Other:	
More detailed job description can be picked up in the Human Resource Department for this opening.			
Please Send Application to:			
Name:	Spirit Lake Tribe Human Resource Department	Email:	mkeo@spiritlakenation.com or britneyr@spiritlakenation.com
Address:	P.O. Box 97	State	North Dakota
City:	Fort Totten	Zip/Postal Code:	58335
Phone:	701-381-0204 or 701-381-0361	Fax:	701-766-1272
Application Procedure	Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.		