



Technical Consultation, Data Analysis and
Litigation Support for the Environment

Position: Assistant Environmental Analyst

Contact: Please submit a resume, cover letter (one page maximum), and technical writing sample to shauna@swape.com

Job Description

Soil Water Air Protection Enterprise (SWAPE) is seeking to fill a full-time, paid position with someone who is ready to start learning and working immediately to make a positive difference in the environmental world. SWAPE is an environmental consulting firm located in Santa Monica which specializes in litigation support. With projects ranging from commenting on environmental impact reports through CEQA to developing air models to assess human health impacts, SWAPE provides an opportunity to assist with fast-paced projects and demands, while filling your resume and expanding your knowledge of the environmental field. This is an ideal position for a recent graduate of the environmental science, geography, environmental studies, or public affairs programs who wants to get a jump start on their career and gain environmental experience. **Please note, if you have previously applied for a position at SWAPE, please resubmit application materials in order to be considered.**

Requirements

- Strong analytical writing ability
- Strong research ability
- Strong math and science background
- Working knowledge of Microsoft Office (Excel, Word, PowerPoint)
- Critical thinking and problem solving
- Ability to work independently with limited instruction

Typical Job Duties

- Project Analysis – Review and evaluate land use development environmental reports for compliance with local, state, and regional requirements
- Modeling – Use state-approved modeling software to determine air pollutant emissions and health risk impacts associated with variable projects
- Report Writing – Assist staff and principal partners in preparing reports to address CEQA compliance of development projects, support environmental litigation cases, and communicate scientific conclusions in layman's terms
- Research – Assist staff and principal partners in research, scientific literature review, and open-ended exploratory research for developing cases
- Data Analysis – Analyze large data sets, summarize and interpret environmental data
- Mapping – Use GIS to model chemical concentrations, plot perimeters, boundaries and addresses. Frequent integration with air modeling results and other data

Desired Qualifications

- Intermediate Excel skills desired.
- Intermediate ArcGIS skills, especially good troubleshooting ability and file management
- Experience or interest in CEQA analysis
- Self-starter with excellent communication skills

Job Details

- This is a paid, full-time position, 40 hours per week out of our Santa Monica office.
- The Assistant Environmental Analyst works both with the principal partners and staff members.
- Compensation includes benefits.