

*Our Mission: The Walla Walla County Conservation District is dedicated to the conservation and restoration of the natural resources of Walla Walla County, facilitated by working on a voluntary basis with landowners to identify opportunities and create solutions, while consistently providing education, information, and assistance whenever possible.*



### **Job Description: Project Manager for Restoration Projects**

The Walla Walla County Conservation District (WWCCD) is seeking an experienced full-time **project manager for stream restoration projects**.

The District has a talented team of passionate and committed people who are mission-driven and care deeply about serving and improving our community. Our dynamic organization is led by volunteer board members and paid staff members who help landowners implement “on the ground conservation”. The successful candidate will work closely with local landowners, coworkers, and conservation partners to develop and implement conservation plans specific to each landowner’s needs.

### **Required knowledge, skills, and abilities**

- 1) A bachelor’s degree in natural resources, sciences or a related field. Master’s preferred.
- 2) Minimum of five years of experience managing natural resource projects including permitting, oversight of design and implementation, grant writing and community engagement. Additional qualifying experience may substitute year-for-year for the education requirement.

### **Desired Skills**

- Knowledge of NRCS conservation planning principles
- Ability to import data, analyze data sets, and develop maps and other graphic depictions of plans using combination of ArcGIS (highly preferred) and Microsoft EXCEL.
- Must have great verbal/written communication skills for grant writing, technical reports and project correspondence. Must maintain accurate records, be self-motivated, and work positively in groups and independently.
- Must maintain a valid driver’s license and provide a clean driving record at time of hire. Must be able to pass security and drug screening to work in a federal building.

### **Additional Desired Skills**

- Understanding of natural resource priorities as they relate to salmon recovery, water quality, agriculture viability, and climate resilience.
- Understanding of the challenges and needs of the local agricultural community.
- Strong communication skills and a proven record of successfully engaging with the agricultural community to complete projects.

Walla Walla County Conservation District, 325 N 13<sup>th</sup> Avenue, Walla Walla, WA 99362  
(509) 956-3777 [wwccd.net](http://wwccd.net)

CONSERVATION - DEVELOPMENT - SELF-GOVERNMENT

- Strong public speaking skills with the ability to effectively present to large audiences and garner support for programs.
- Skills in strategically managing large and complex projects as well as programs to determine next steps and proactively move things forward.
- Experience in bringing diverse partners together to develop multi-benefit solutions to challenges.
- Knowledge and ability in conflict management and negotiation.
- Knowledge of local, state and federal partners, ordinances and regulations.

### **Physical Requirements and Working Conditions**

Working conditions may include office and outdoor environments. Applicant must be able to physically perform tasks in the field by traversing uneven ground in varied weather conditions and occasionally carrying up to 30 pounds of equipment and/or materials. Work requires finger dexterity and must be able to use office equipment and computer software. This is a full-time position consisting of 40 hours/week (negotiable). Position will require some work on evenings or after regularly scheduled work hours.

### **Licenses, Certificates, and other Requirements**

Copies of college transcripts, professional certifications, or trainings and a valid driver's license will be required at time of hire.

### **Compensation and Benefits:**

This position will be filled at the Project Manager or Senior Project Manager level with a yearly salary between \$44,000 - \$48,000 depending on qualifications and experience. The permanent employee benefit package includes paid holidays, vacation leave, sick leave, employer paid medical insurance of the employee, an employer contribution to a Savings Incentive Match Plan for Employees (SIMPLE IRA), optional participation in the State of Washington Retirement System (DCP), and an annual training allotment.

### **To Apply:**

As with all positions at the WWCCD, employment is contingent on grant funding and may change depending on state and federal budget allocations. Submit cover letter and résumé to Renee Hadley via [renee.hadley@wwccd.net](mailto:renee.hadley@wwccd.net) or at our office at 325 N 13th Avenue, Walla Walla WA by Jan. 10, 2020 for primary consideration. At least three (3) professional references will be required at the time of second interview.

Walla Walla County Conservation District is an equal opportunity employer. All programs and services are offered on a nondiscriminatory basis, without regard to race, color, national origin, religion, sex, marital status or disability.