



Calapooia Watershed Council

PO Box 844 / 136 Spaulding Ave / Brownsville OR 97327

541-466-3493 / www.calapooia.org

Job Announcement: Restoration Projects Coordinator

Location: Brownsville, Oregon

Status: Salaried, Full-Time (1 FTE), Permanent Position

Compensation: \$40,000-\$50,000 depending on experience; benefits after 6 month review

Open: Open December 3rd 2012 – February 1st, 2013

Background

The Calapooia Watershed Council, in partnership with South Santiam and North Santiam Watershed Councils, is hiring a Restoration Projects Coordinator to recruit, develop, and manage priority restoration and conservation efforts within the three watersheds. Council projects include fish passage, large wood placement, riparian and floodplain restoration, as well as oak savannah and wet prairie restoration. Position responsibilities include developing and maintaining landowner and partner relationships, restoration and conservation project identification and planning, recruiting landowners to enroll in Farm Bill programs, fundraising and budget management, reporting, supervision of contractors and volunteers, implementation monitoring, and data management.

The Watershed Councils are locally-driven, non-governmental, non-regulatory community-based organizations that facilitate stewardship and restoration projects as described in Oregon Revised Statute 541.350 and the Oregon Plan for Salmon and Watersheds. Our three Watershed Councils have created a unique partnership to increase individual Council capacity while sharing resources to promote efficiency within the organizations. This partnership has been recognized by Meyer Memorial Trust and the Bonneville Environmental Foundation and funded through the Willamette Model Watershed Program. The Model Watershed Program seeks to create a restoration strategy that improves the pace and effectiveness of community-based restoration through adaptive management and through supporting aspects of restoration that are traditionally difficult to sustain. . Please visit our websites for all assessments, annual reports, and projects at www.calapooia.org, www.sswc.org, www.northsantiam.org. Approximately 75% of land ownership is private in the Santiam and Calapooia priority basins. This makes private landowner participation, outreach and education essential to improving watershed health.

Primary Responsibilities

Landowner Recruitment (30%)

- Develop partnerships and build trust with landowners to secure commitment to conservation and restoration actions, conservation easements under the Farm Bill programs, maintenance and monitoring (includes cold calls, site visits and coordinating signing landowner agreements).

- Coordinate technical assistance provide landowners requested input on best management practices, and work closely with federal and state partners like Natural Resource Conservation Service (NRCS), Farm Service Agency (FSA), and Oregon Department of Forestry (ODF), etc. to develop project plans.
- Develop relevant and tailored presentations to community groups such as landowner organization/networks (e.g. farm bureau, extension groups, grass seed farmers, small woodland owner, etc.) within the high priority sub-basin areas.
- Community networking by attending various meetings to build trust and message about conservation and restoration opportunities.
- Create mailings as needed to targeted landowners to advertise incentive programs and council programs too (e.g. workshops, tours, presentations, etc.).
- Recruit landowners in high priority sub-basins to attend Councils meetings, events and workshops.
- Database management.

Technical Assistance and Project Planning (30%)

- Conduct field visits to identify natural resource challenges and restoration/conservation opportunities with landowners and/or project partners.
- Create project plans that identify restoration and conservation alternatives, including timeline and project budgets
- Identify and secure funding sources and partners.

Partnerships and Communications (15%)

- Attend technical partnership meetings that include other watershed councils, soil and water conservation districts, NRCS, ODFSA, etc..
- Provide written work plan progress reports to Watershed Councils monthly.
- Regularly attend council and partnership meetings.
- Coordinate with numerous partners and regional staff to implement strategic watershed restoration collaboratively.
- Regular communication with the other regional staff and contractors.
- Work with the regional team to identify potential partnerships and maintain existing relationships.
- Attend relevant professional development opportunities (e.g., trainings, conferences, workshops, peer-to-peer learning tours, etc.).

Restoration Project Development and Management (25%)

- Manage all aspects of restoration planning and implementation following adopted management plans and accepted best practices.
- Secure all necessary funding, partners, and permits for restoration projects.
- Coordinate and oversee contractors, other staff, and volunteers during restoration planning and implementation.
- Procure materials, supplies, and equipment to carry out restoration projects.
- Maintain restoration records both in electronic and hard copy formats.

Desired Qualifications / Attributes

- Bachelor's degree in natural resources/sciences (e.g. water resources, biology, forestry, fisheries, , or related discipline), social sciences or other relevant subject area; a graduate degree and/or experience with watershed management and restoration are preferred.
- Experience developing and managing habitat restoration projects (riparian, in-stream, upland and/or wetland) and familiarity with Farm Bill programs such as CREP, EQIP or WRP.
- Experience with environmental data collection, management, analysis, and reporting.
- Project management skills including knowledge of and experience with contract development and oversight, project planning, budgeting, permitting, and reporting.
- Good people skills and ability to communicate with diverse audiences across different social and political backgrounds; familiarity with the Willamette Valley and local partners preferred.
- A minimum of 2 years experience working with private landowners in rural areas, farming community, and agency stakeholders to develop conservation and/or restoration programs or projects.
- Computer proficiency including experience with Microsoft Word, Excel and PowerPoint; experience with ArcGIS required.
- Valid Oregon driver's license, reliable personal transportation, and ability to attend evening and weekend activities.
- Ability to work outdoors in various weather conditions and hiking on uneven terrain.
- Experience fundraising / leveraging funding sources.

To Apply

Send a resume, detailed cover letter, three professional references, a writing sample, and a technical project sample (plan/map/grant application) to Tara Davis by **Friday, February 1st, 5 pm. Emailed materials preferred to tdavis@calapooia.org**. For attachments please only use PDF or Microsoft Word format.