

Watershed Projects Coordinator

Regular Full-time: Work hours may include days, evenings and weekends.

WHAT YOU WOULD DO:

Under general supervision, the Watershed Projects Coordinator initiates and installs biologically complex environmental restoration projects by performing the following:

- Plans, designs and supervises riparian revegetation restoration projects
- Plans, supervises and evaluates the work of assigned staff, contract crews and seasonal workers including but not limited to performance and adherence to department protocols and policies
- Develops, implements and monitors work plans to achieve goals and performance measures
- Participates in developing and implementing department protocols, plans and procedures
- Conducts and coordinates training of staff, seasonal workers and contracted services
- Ensure that the utility's program objectives, as well as state and federal regulations are met
- Assist with researching, recommending and implementing natural resource techniques
- Participates in grant applications, management and reporting
- Monitors and tracks grant metrics and compliance with grantor agency reporting requirements
- Assists with preparing project scopes, schedule and budgets. Ensures project completion within established timeframes and budget guidelines
- Manages day to day operation of projects including tracking deliverables and project progress
- Coordinates management of utility's native plant nursery
- Coordinate project activities with other department coordinators
- Assists with AmeriCorps management administration
- Responsible for developing and implementing safety policies, systems, and protocols applicable to the utility
- Resolve safety concerns; keep up with safety changes/concerns; facilitate training and safety meetings.

QUALIFICATIONS:

Bachelor's degree in biology, botany, ecology or natural resource and at least three years of experience in development and implementation of habitat restoration projects with preferred familiarity of Pacific Northwest plant species. Possess advanced horticultural, botanical science and forest management skills. Practices terminology and methods related to watershed revegetation. Experience with plant taxonomy and native plant species found in the Pacific Northwest with theoretical and applied ecology and native ecosystems. Successful candidates must demonstrate the ability to communicate effectively with internal and external customers. Documented experience in planning, laying out, supervising the work of technical staff engaged in performing activities of a watershed revegetation program. Successful candidates should have significant experience in site assessment, data collection, site monitoring and analysis. Must have excellent organizational skills including the ability to work effectively in self-directed environment. Highly proficient in MS Excel, ArcMAP, computer aided drafting programs. Proficient using GPS and associated data collection software.

HOW TO APPLY:

Clark Public Utilities offers excellent benefits, an attractive wage, and company incentive programs. For confidential consideration, please forward your resume with cover letter by **Monday, June 11, 2018**, via email to jobs@clarkpud.com. Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.

CLARK PUBLIC UTILITIES is a customer-owned electric and water utility located in Vancouver, Washington.

Our utility is committed to providing exceptional customer service, reliability, and efficiency.

Equal Opportunity Employer