Position: Appalachia Water Project Field Engineer
Level: Manager
Education requirements: Bachelor’s Degree preferred
Employment type: Full Time, Salary, Exempt
Location: Welch, WV
Compensation: Starting at $60,000
Start Date: ASAP

We Are DigDeep

The DigDeep Right to Water Project is the only WaSH (water, sanitation and hygiene) organization serving the 2.2+ million Americans who still don’t have a tap or a toilet at home.

DigDeep believes access to clean water is a human right. Today, we run several nationally recognized programs that empower communities to build their own water and sanitation systems. We won the 2018 US Water Prize for our Navajo Water Project, which has brought clean, running water to hundreds of Native families across New Mexico, Arizona, and Utah. Dig Deep launched the Appalachia Water Project in July of 2020, which will bring clean, running water into the homes of Appalachia families across southwestern West Virginia and northeastern Kentucky. The project has already set up planning to work with PSD to install plumbing in approximately 150 homes in one section of McDowell County.

DigDeep is deeply committed to diversity, equity, inclusion, and belonging. We believe social change happens when people with a wide range of backgrounds, experiences, and identities come together with common purpose. DigDeep is built on the principles of equity, transparency and the power of human experience. Your work will improve the daily lives of real people – people you’re likely to meet. Every American should have the clean, running water they need to thrive. Join us, and we’ll close the US water gap in our lifetimes.

The Opportunity

Reporting to the Chief Program Officer, the Field Engineer is responsible for supporting the day-to-day technical operations of the Appalachia Water Project including the timely achievement of program objectives, construction and project management, quality assurance, inventory management, project schedule management, vehicle and facilities maintenance/oversight, contracting and other assigned outcomes. This position will support DigDeep’s mission by ensuring completion of individual and community plumbing projects that enable DigDeep to provide world-class WASH services.
Specific job tasks include but are not limited to:

Implementation

- Routinely visit all project sites. Travel will include frequent and extended field assignments across McDowell County and the wider central Appalachian region.
- Create viable work plans and schedules for the completion of projects; monitor work plans and ensure objectives are met on time and within budget.
- Lead the coordination of project management efforts (project scope, timelines and budgets) among the Appalachia Project team members, the Chief Program Officer, and senior leadership as needed.
- Oversee the knowledge management of project information, including GIS & mapping, digitization of records, and utilization of data in coordination with other DigDeep projects.
- Monitor, comply, and make suggestions for improvement in worksite safety.
- Maintain productivity records including site surveys, construction reports, inventory, water tests, soil samples and other datasets; generate periodic reports regarding program activity.
- Prepare documentation related to engineering and construction outcomes including reports, work plans, permit applications, timelines and assessments.
- Collaborate with the Project Manager to identify, design and implement enhancements to programs, including new technology and special projects.
- Assist staff in ordering parts and maintaining inventory; review and approve expenses by junior program staff, as required.
- Support local partners with technical assistance.
- Develop and manage relationships with engineering and construction-related contractors; consulting Engineering Stakeholders, monitor progress and contract compliance and proactively intervene to ensure that projects stay on time and under budget.
- Liaise with Federal, State, and Local officials as necessary to ensure program compliance with relevant laws as well as all DigDeep policies.
- Maintain vehicles and facilities, as required.

Finance & Development

- Collaborate with the Project Manager on the annual program budget.
- Research and purchase parts, inventory and equipment; review and approve equipment expenses so that they conform to the budget.
Strategy

- Actively participate in program planning, tracking and reporting activities led by the Project Manager.
- Work with the Project Manager to coordinate the timing and execution of individual projects within the larger Appalachia portfolio.

Partnerships

- Center community leadership in all program work; become a trusted local partner.
- Provide technical insight and assistance to the Project Manager in their work to initiate partnerships with communities, regulatory agencies and government officials to help meet strategic goals.
- Foster an environment that promotes trust and cooperation among staff, community members and partner organizations.

Leadership

- Work closely with the Project Manager to perform supervisory duties for the Appalachia Water Project team, as related to technical functions; assist in interviewing applicants for employment; review progress of assignments; oversee contract status; develop higher levels of expertise in staff by encouraging further education and providing learning opportunities.
- Contribute to regular staff meetings, both virtually and in-person; provide strong day-to-day leadership that bridges high and low communication contexts to ensure all team members and clients are heard and understood.
- Provide clear, concise reports on programs, processes and outcomes to executive staff; represent DigDeep at conferences and events, as required.

As the organization continues to evolve, duties or tasks may change without impacting the overall Job Description.

Competencies

- Project Management: Demonstrated ability to balance competing priorities and successfully lead multiple projects, in various stages, through to completion
- Initiative: Identifies what needs to be done, and does it before both being asked and before the situation requires it. Seeks out others to ask their opinion and get their perspective on situations. Does more that what is required.
- Technical Expertise: Effectively applies technical knowledge to solve a range of problems, and is sought out as an expert to provide advice or solutions in area of
expertise. Stays up-to-date on all relevant information in their area of expertise.

- **Strategic Thinking:** Ability to gather and analyze information in order to identify patterns, relationships, gaps, and/or inconsistencies in different scenarios and data, and uses this information to help determine priorities, and inform when and where any changes and adjustments in implementation need to be made.

**Qualifications**

- Bachelor’s degree preferred in a relevant engineering field, preferably Civil / Environmental Engineering.
- Minimum 2 years of directly related work experience.
- Able to read, analyze and interpret engineering drawings, blueprints, manuals and office documents.
- Able to respond effectively to sensitive inquiries or complaints.
- Able to focus in the face of pressure, deliver against timelines and not be intimidated by tasks/time limitations.
- Able to gain the trust of others through honesty, integrity and authenticity.
- Understanding and appreciation of engineering and humanitarian principles.
- Broad knowledge base of technical topics including, but not limited to, the design and operation of water and wastewater treatment systems, water and sewer distribution networks, water quality and monitoring, mechanics, fluids, electricity, logistics, etc.
- Strong verbal and written communication skills.
- Commitment to continuous improvement and lifelong learning.
- Good working knowledge of both PC and Mac, Slack, Google Business suite, Microsoft Office suite, arcGIS and relevant engineering software.

**Compensation and Benefits**

At DigDeep, we believe that great work requires a great job. We pride ourselves on creating industry-leading employment opportunities for our team across the United States. We’re a supportive environment that values creativity, diversity and quick-thinking. Here’s how we’ll support you in your work:

- Salary competitive and commensurate with level of experience
- Generous paid vacation and sick leave
- 23 weeks paid parental leave
- Medical insurance, 100% employer paid
- Prescription drug coverage
- One Medical membership
- Life insurance, 100% employer paid
Job Description // Field Engineer

- 401k retirement plan

Interested?

Please submit a thoughtful cover letter and resume to: jobs@digdeep.org. In the subject line of the email please use the following format: Appalachia Water Project Field Engineer - [Your First & Last Name].

References should be available upon request. Applications will be reviewed on a rolling basis. We will respond to all applicants. Please note that DigDeep cannot provide immigration sponsorship for this position. No office visits. No calls please. Thank you.

DigDeep is a certified Great Place to Work®