



Scott River Watershed Council
514 North Hwy. 3/P.O. Box 355
Etna, California 96027
www.scottriver.org

Forestry and Mountain Meadow Project Coordinator: Oversee Project Planning, Permitting & Implementation

The Scott River Watershed Council (SRWC) is seeking a qualified and motivated individual to join our team. Our mission is to bring science-based and collaborative solutions to the issues facing the Scott Valley watershed. The SRWC is a place-based, non-profit whose local Board of Directors and committed staff is taking a holistic and comprehensive approach to many of the problems facing the Scott River watershed. By understanding the complexities of upland management practices and the effects on forest health and mountain meadows caused by fire suppression, grazing, logging, and road building, SRWC is working with public and private timber landowners to address the impacts these actions have on the basin's cold-water tributaries.

The SRWC Forestry and Mountain Meadows Program is a rapidly evolving program with untold opportunities to make a real difference in the management of the watershed's valuable upland resources including the vast forested montane and mountain meadow complexes. SRWC is one of the founding members of the Siskiyou Prescribed Burn Association and the Klamath Mountain Meadow Partnership. This position will work closely with these larger, regional efforts and will be able to leverage the extensive work done to support this position. Because of the holistic nature of this work and the influence the uplands have on the hundreds of miles of cold-water tributaries to the Scott River, this position will have interactions with the other SRWC programs such as fisheries, water quality monitoring, and instream restoration.

Minimum Qualifications

1. Able to work with minimal supervision.
2. Familiar with, or become familiar with, Scott Valley, local rivers, streams and geography.
3. Experience with natural resource issues and/or stream habitat restoration.
4. Good with people. Familiar with local landowners. Ability to get along well with landowners and agency personnel.
5. Good oral and written communication skills. Ability to communicate clearly with the public, agencies, and Board.
6. Proficiency in Microsoft Word, and Excel.
7. Ability to direct professional entities in project development and design.
8. Keep organized program and project files.
9. Possess a vehicle capable of traveling to and from project sites, meetings, etc. (mileage reimbursed at the federal rates).
10. Willing to learn and grow professionally.

Desired Qualification:

1. Skills and experience in GIS and spatial mapping and analysis
2. Ability to manage numerous and diverse projects from inception through implementation within estimated budgets from numerous funding sources.
3. Knowledge and experience with California Forest Practice Rules.
4. Ability to supervise subcontractors and crews.
5. College level courses or degree in Natural Resources, Environmental Policy, Planning & Implementation or related subjects. May substitute experience for educational experience.

Responsibilities:

1. Respond to and develop relationships with landowners/managers and community members regarding resource conservation issues and restoration plans.
2. Work with property owners, scientific leads, regulatory agency personnel and others to identify resource conservation solutions.
3. Develop scope, required budgets, identify design sources, funding sources, and required permitting to complete work. Write and submit upon landowner and Board approval project proposals to appropriate funding sources, defend applications, and negotiate contract budget line items.
4. Obtain all necessary project permits, conduct bid processes for professional services, materials, supplies, and contract labor
5. Organize and oversee installation of project elements within budgets. Coordinate equipment and labor crews. Photo document project before, during, and after implementation. Write progress and final reports.
6. Attend meetings, read publications, and make continual contact with agencies and interest groups to stay apprised of resource issues that may affect landowners. Report upcoming issues to SRWC leadership and seek input. Interact with agencies, interest groups and decision makers to provide input on resource issues specific to conditions within the watershed.
7. Provide the Executive Director with timesheets that clearly identify which project and/or grant was worked on including time, mileage, and work progress on each project. Gather information to assist in designing future projects and / or submitting proposals for future funding. Report to the SRWC leadership for guidance throughout each project. Attend staff meetings. Seek technical help and guidance from various sources when necessary.

Conditions of employment:

1. Able to walk, jump, climb, and use various hand tools and equipment in the field.
2. Lift 40 pounds.
3. Meet physical demands of projects.

Legal Requirements:

1. Current California driver's license.
2. Good DMV driving record.
3. Personal vehicle insurance.

Employment Compensation:

1. 30-40 hours per week, flex time (dependent upon seasonal workload and funding)
2. This is a permanent position however is fully grant funded
3. Pay rate \$25.00 - \$35.00 per hour and will be based on experience. Limited employee benefit package offered. This is an hourly, at-will position, not to exceed 40-hr work weeks and it is dependent on funding.

For additional questions about this exciting position, please contact Charnna Gilmore, Executive Director for SRWC at (530)598-2733 or charnna@scottriver.org