

Coos Soil & Water Conservation District
379 N. Adams Street
Coquille, Oregon 97423
Phone: (541) 396-6879



Position Title: Watershed Technical Specialist

Status: Full-time, part-time possible if desired, Fair Labor Standards Act non-exempt

Compensation: \$18.00-\$20.00 per hour, DOE

Application Deadline: First review of applicants on November 21, 2022. Open until filled.

Anticipated Start Date: December 2022

Summary

The Coos Soil and Water Conservation District (Coos SWCD) is an organization that promotes the sustainable use of natural resources through local conservation. We help landowners improve soil and water quality, enhance fish and wildlife habitat, and maximize crop and forage production.

Coos SWCD seeks to hire a Watershed Technical Specialist. This position will be full-time (35-40 hours/week), at will, and non-exempt. Part-time employment (20-30 hours/week) can be discussed if the applicant wishes. The goal of this position is to assist the Water Quality Project Manager and the District Manager with monitoring water quality, implementing conservation projects, and performing community outreach and education. Our current projects involve water quality monitoring, tidal wetland restoration, riparian restoration, and farmland improvement.

We are looking for someone who is dependable, motivated, and collaborative. Good communication skills are essential because we have a small, close-knit team that works together on many tasks. In addition, we work closely with landowners, agencies, tribes, and conservation organizations on shared projects. The ideal candidate is a team player who can also work independently when needed. We value creativity and the skills and interests that different people bring to the workplace. Good writing skills will help your application because writing grant applications and project reports is a major part of our work. Applicants will be preferred who have finished or are working towards a college degree with a focus on natural resources. A basic understanding of ecology and hydrology is important. Experience and knowledge in agriculture is a plus.

This position is temporary through June 2023, with the potential for continued employment dependent upon grant funding. Funding for continued employment is anticipated, but not yet secured. The new employee will have a six month probationary period. After six months, the employee is eligible for a pay raise. After 1 year, a monthly healthcare premium reimbursement stipend of \$250 per month will be available.

Essential Job Functions, Duties, and Performance Requirements

- Conduct water quality monitoring in the field with the assistance of the Water Quality Project Manager: Tasks will include driving to monitoring sites, hiking over uneven or muddy terrain while carrying monitoring equipment, wading in streams, organizing water quality samples, and taking detailed notes.
- Prepare and organize equipment and supplies before and after monitoring trips
- Safely operate a vehicle on both paved and gravel roads

- Coordinate with landowners and partner agencies, tribes, and organizations to complete work on shared projects
- Assist with implementation of water quality improvement and habitat restoration projects: Tasks will include planting trees using hand tools and power tools, removing invasive plants using hand tools and power tools, applying herbicide to invasive plants, building livestock fencing, and applying grass seed and mulch to control erosion.
- Enter data, manage databases, and organize technical documents
- Potentially help design restoration projects, write grant proposals, apply for construction permits, track project budgets, hire contractors, and write technical reports
- Assist with conducting outreach, developing educational materials, and writing articles on conservation and water quality
- Participate in meetings with the Board of Directors, District employees, and conservation partners
- Present technical information to the Board of Directors, members of the public, and conservation partners
- Provide a written report of work activities and progress at the monthly District meetings
- Produce an accurate timecard detailing work activities and mileage driven
- Participate in internal and external training events, including workshops, seminars, and courses to improve technical knowledge and skills
- Participate in meetings with landowners and/or conservation partners to discuss natural resource issues and solutions and to plan projects
- Perform other related duties as requested by the District Manager and Water Quality Project Manager

Minimum Experience, Knowledge, and Abilities

- 6+ months employment or volunteer experience in any of the following fields: natural sciences, natural resource management, agricultural sciences, horticulture, soil conservation, water quality, environmental conservation, environmental education, or a related discipline
- Achievement or work towards a bachelor's degree in any discipline with a focus in natural sciences, biology, natural resource management, agricultural sciences, horticulture, soil conservation, water quality, environmental conservation, environmental education, or a related discipline
- Dependable, motivated, and collaborative
- Experience collecting scientific data in a field or laboratory environment and maintaining detailed notes
- Excellent writing skills, either technical or creative
- Ability to manage time completing long-term and short-term tasks for various projects and meeting deadlines
- Ability to work well on a small team and independently
- Good verbal communication skills (education or experience in public communication or outreach is a plus)
- Ability to hike outdoors over uneven terrain in a variety of weather conditions
- Knowledge of basic ecology and hydrology; knowledge of agriculture or horticulture is a plus

- Proficiency with Microsoft Word, PowerPoint, and Excel (ability to use ArcGIS is a plus)
- Possession of a driver's license and a good driving record. The District has a work truck, although occasional use of the employee's own vehicle may be necessary (use of a personal vehicle is reimbursed using a mileage rate)

Job Conditions

- Full-time (35-40 hours per week) is preferable for this position, but part-time (20-30hrs per week) is possible. There will be a 90-day probationary period for the position.
- The pay rate starts at \$18.00-\$20.00 hourly, depending on experience. Raises are possible over time.
- Benefits include 11 paid holidays, paid sick leave and vacation leave, and reimbursement of medical/dental insurance premiums up to \$250/month.
- The employee will work both in the field and in the office. Field work will occur at locations, including, but not limited to, farms, natural areas, forests, rivers, streams, ponds, and wetlands. Mud, dense vegetation, and steep terrain are frequently experienced while performing field work. The applicant must be able to hike and wade to complete field work. The use of waterproof boots and rain gear will often be necessary attire in the field. Chest wader and wading boots will occasionally be used. Office work will include working at a desk, using a computer, and preparing field equipment and supplies. A combination of sitting and standing will be necessary to complete office work.
- This position may require travel to conferences, workshops, training sessions, and daytime and evening meetings outside the office. Travel may be outside the normal workday and training events may be up to one week long.
- The Water Quality Technician shall perform all duties in a prudent and sensible manner, following established protocols that ensure health and safety. Reasonable accommodation will be provided if necessary.

Location

The position is based in the City of Coquille in Coos County. The area is referred to by locals as Oregon's "South Coast". Coos County has a vast array of activities, scenic landscapes, and historic attractions. The Coos SWCD office is a 30-minute drive to the idyllic town of Bandon, and the City of Coos Bay (largest city on the Oregon Coast). Local attractions include scenic ocean beaches, several state parks, the South Slough National Estuarine Research Center, Bandon Dunes Golf Course, Bandon Marsh National Wildlife Refuge, Oregon Dunes National Recreation Area, Rogue River-Siskiyou National Forest, Whiskey Run mountain biking trails, and countless hiking trails and campgrounds. Coos County is a largely rural landscape, so outdoor activities are the main draw. However, the county also has a thriving art community, which includes the Coquille Art Association, Coos Art Museum, and Washed Ashore art gallery. The Coos History Museum has a variety of exhibits and events showcasing local history and indigenous culture.

Civil Rights

The selected applicant will perform all duties in a manner which consistently demonstrates fairness, cooperation and respect toward co-workers, colleagues, and members of the public. This position will comply with all applicable state and federal laws for equal employment and the requirements of civil rights statutes.

To Apply

Submit a single PDF that includes a letter of interest specific to this job announcement, a resume/Curriculum Vitae, and three professional references to info@coosswcd.org. For questions about the position, call the Coos SWCD office at (541) 396-6879.

Applications are open until the position is filled. Applications will be reviewed as they are received. The anticipated start date will be Winter 2022.