



Job Vacancy Announcement Urban Restoration & Stormwater Specialist

Closing date: Thursday, May 29, 2014
Starting Date: July 14 or soon after
Process: Interview process will be conducted approximately June 2-27
Notification or update will be given the week of June 30

To Apply:

- Official applications must be sent in two forms – 1) hardcopy mailed to: LTWC, 751 S. Danebo Ave. Eugene, OR 97402, **and** 2) electronic, PDF preferred, emailed to apply@longtom.org.
- Both applications must be received by 5:00 p.m. sharp Thursday, May 29. *Please note that an application only sent by email will not be considered.*
- Please feel free to call Dana with a question; please allow up to 3 days for a response. *Please note that questions will not be answered if sent by email.*

Please send by mail, and include as attachments (not in body of email), the following:

- Resume** - please remember to include email address in the heading.
- Professional references** – at least 3 - contact information, including phone number.
- Cover letter** of 2 pages or less, 12 point font, 1” margin, that includes:
 1. Highlights of your knowledge, skills and abilities and cites past experience in describing what you would bring to this position;
 2. A description of the range, depth and quality of your technical capabilities and experience, and how you gained that experience;
 3. A description of your experience in working with the business community;
 4. The techniques you'd use to be successful in approaching each of the following groups to implement BMPs and improve water quality, and why: (a) landscaping companies, (b) auto mechanics or dry cleaners, (c) retailers of pesticides, and (d) retail or restaurant business owners.

Interviews Process & Security Clearance

Please note the interview process will likely include: a phone interview, interview with multiple people (board, partners, and staff members), a skills test, and a second interview, likely in the field. Please note there will be a background clearance check due to our presence in a partnership office with the federal government.

Thank you for your interest, and for taking your valuable time to apply with us.

Dana Dedrick
Watershed Coordinator / Executive Director
541-338-7055



Position Description
Urban Restoration & Stormwater Specialist /
Program Manager

Position Title: Urban Restoration & Stormwater Specialist / Program Manager
Reports to: Executive Director
Status: Full time, exempt
Compensation: \$36,000 - \$40,000 starting annual salary

Background

The Long Tom Watershed Council (LTWC) is a tax-exempt nonprofit organization serving the Long Tom River Watershed and Upper Willamette Watershed areas in Lane and Benton Counties since 1998. This area is approximately 450 square miles, mostly in private ownership, and incorporates a majority of Eugene, Oregon. The Council was formed in 1998 in response to a call for local voluntary water quality and habitat restoration action as part of the Oregon Plan for Salmon and Watersheds, and has flourished ever since. Our mission is *to serve to improve water quality and watershed condition in the Long Tom River basin through education, coordination, consultation, and cooperation among all interests, using the collective wisdom and voluntary action of our community members.* LTWC's work and staff have won state and international awards.

The Council is guided by a diverse Board of Directors (Board), and has in place key committees and over 100 volunteers. Geography includes the Long Tom River Watershed as well as the upper Willamette River mainstem and lands draining to it. Active programs include: Fish & Wildlife Restoration, Watershed Stakeholder Education & Involvement Program, and the Urban Water & Wildlife Program. The Council's accomplishments include scientific reports on stream health and water quality, over 70 restoration projects, 15 years of stakeholder collaboration and learning, and the involvement of over 1,000 people from every perspective in the watershed. Paid staff is approximately 5.0 FTE, and includes a Watershed Coordinator/Executive Director (E.D.), Fisheries Biologist, Restoration Ecologist (uplands), Operations Manager, Program and Operations Assistant, Fiscal Manager (quarter-time) and various seasonal employees. The Council's annual budget ranges from \$500,000 - \$1 million, depending on the amount of capital projects in any given year.

Urban Water & Wildlife Program

The Council began its urban program as the *Amazon Creek Initiative* in 2011, and has recently expanded it to include the broader metro area of the upper Willamette River and to add another component of business engagement and stewardship. Thus, the Urban Water & Wildlife Program (Program) includes the following major areas: Pesticide Stewardship Partnership, Voluntary Stormwater Retrofits/LID, and Employee Group Stewardship. Multiple funders for this Program include both private and public grants, contracts, and donations. Program history: the previous Urban Restoration Specialist built the program along with the E.D., there are currently four Interim Staff working part-time to maintain the core aspects

of the program, and the next phase is to hire two regular staff, both a Technical specialist and an Outreach & Education specialist to continue and expand the Program. The Urban Restoration & Stormwater Specialist (US) will fill the Technical role, which includes some outreach and communications. Either position may take on the Program Manager role as well, depending on qualifications and interest; the functions are written into this position. Training is available from the previous Urban Specialist as well as the four Interim Staff.

The full Program includes the following actions and objectives, to be accomplished by the teamwork of the Technical and Outreach personnel. *Those areas noted in italics below are chiefly for Outreach staff.*

Pesticide Stewardship Partnership: Water quality monitoring for pesticides in Amazon Creek; Outreach to commercial, industrial, landscape maintenance, and agricultural stakeholders in Amazon Creek as well as the larger metro area in collaboration with other entities; Use of Trout Friendly Landscape and Salmon Safe Program tools; Reduce/eliminate use of pesticides; *Outreach and BMPs with Latino landscaping community.*

Voluntary Stormwater Retrofits/LID: Recruit commercial/industrial business owners and property owners to improve onsite stormwater management through voluntary retrofits (a.k.a. LID or green infrastructure) to their landscape, buildings and property; Technical assistance to designers and contractors who install best management practices; Liaison between property owner/business owner and City of Eugene; Determine and acquire appropriate permits for construction; Allocate matching funds to businesses implementing BMPs; Collaboration with other entities.

Employee Stewardship: *Recruit Eugene businesses to participate in urban stewardship including: Recruit and guide employee volunteer groups from area employers; Engage groups in meaningful water and wildlife contributions (e.g. native tree planting, invasive weed removal, creating and maintaining pollinator/habitat gardens); Work with organization partners to cover metro area.*

Role of the Urban Restoration & Stormwater Specialist (US)

The Urban Restoration & Stormwater Specialist (US) will be the lead person on a collaborative, objective and productive effort to monitor and improve water quality in Amazon Creek, a waterway draining urban and agricultural lands in and near Eugene, Oregon, as well as the Upper Willamette River watershed area. Continuing and building relationships with key business stakeholders will be an essential part of this effort, as will be a command of technical information and data. Successful outreach to agricultural landowners is also critical, although the US may utilize partner and staff assistance in that regard. The US will continue and expand this new Council program with efficiency and integrity, and in partnership with other entities such as the City of Eugene, Sure Crop Farm Service, the Oregon DEQ, local business owners and fellow organizations. The US will make connections with business owners/property owners, gather and convey technical information in an easily understood way, develop working relationships with facilities/landscape personnel, understand business operations/bottom line decision making, implement projects, and maintain neutrality between agencies and business/property owners. Additional potential for this position over time includes: crafting the next iteration of LTWC's watershed monitoring program and/or working to improve other urban areas in the upper and mid-Willamette basin in collaboration with fellow organizations. The ideal candidate will have a demonstrated commitment to the ideals of the Council's mission and may even be familiar with

nonprofits, grants and fundraising. Come join the Long Tom Watershed Council and serve the Long Tom River watershed area, and its thoughtful and helpful community!

Position Responsibilities

1. Responsible for all aspects of project management and implementation.
2. Characterize pesticide levels in Amazon Creek by gathering data within the established monitoring program, adjusting the monitoring with technical advice from partners, and utilize data and analysis from partners to produce interpretive information accessible to laypersons.
3. Research and recommend best management practices (BMPs) for both urban and agricultural sectors to improve water quality conditions for aquatic life.
4. Continue and establish relationships with local businesses to improve the water quality of Amazon Creek and the upper Willamette River.
5. Implement projects with businesses to demonstrate how to make improvements. Conduct ongoing outreach to urban businesses to help integrate stewardship into their business practices and to communicate/ build awareness of their achievements.
6. Serve as project manager for implementation of capital BMPs as necessary, including assisting business owner in selecting and managing contractors for designs and implementation
7. Maintain partnerships at the program and implementation levels.
8. Write grants to implement future phases of program
9. *Assist and support other staff to:*
 - a. *Implement BMPs that rely on outreach, such as to landscaping companies, the agricultural community, and merchants who sell pesticides.*
 - b. *Develop and communicate opportunities to broaden effort.*
 - c. *Elevate water quality and wildlife habitat improvement awareness among citizens in Amazon Creek basin, as well as among the customers of businesses.*
 - d. *Build support and capacity for implementation of future phases of project and related programs, including grant-writing and major donor fundraising from donors and businesses.*
10. Other duties as assigned.

Skills & Qualifications

- Working knowledge of implementing urban watershed BMPs (installation, maintenance, and operation) - Rain Gardens, Swales, Eco-roofs, Permeable pavements
- Experience/knowledge of: City Codes and permitting, Municipal Stormwater permits (MS4), Industrial Stormwater permits (1200-Z), Stormwater management manuals, TMDLs and program implementation, Federal/State water policy (clean water act), Water quality monitoring, Data/records management
- Strong aptitude for technical information and applications
- Experience in water quality monitoring, or other watershed related technical experience
- Ability to communicate in business language (numbers, benefits, CBA), to “sell” water and wildlife benefits to urban business interests
- Comfortable with regular public speaking to audiences of 25-100 people.

- Impressive ability to network in business environment to achieve ongoing project goals
- Experience in Grant and Contract reporting and management (private and government grants)
- Proficiency in office computer software - Word, Excel, PowerPoint, databases
- Bachelor's degree or higher in one of the following or related fields: Environmental Engineering, Watershed Science/Hydrology/Management, Landscape Architecture, Environmental Science/Studies, Watershed/Environmental Outreach and Education, Sustainability/Business/Planning
- 3-5 years job experience
- Desired, Experience in project/program management, and supervision
- Desired, Grant-writing experience (private and government grants)
- Desired, Experience in working for nonprofit organizations

Job Environment

The Council has a newly donated secondary office space in the heart of Eugene at Willamette and 27th, where the two urban positions and the to-be-hired Development Director will primarily work. The Council's main office is located in the Wetlands Partnership Office in west Eugene. Meetings will be held in both locations, as well as in the field and other office locations. Office hours are Monday to Friday 8:30 am – 5:30 p.m. Some evening and weekend work required. Flex time allowed. A valid driver's license and use of your own vehicle is required. Mileage is reimbursed at the state rate.

Remuneration

This is a salaried, full-time, exempt position. Pre-approved travel and expenses are reimbursed. Depending on the needs of the individual, this position could be adjusted to fit a 0.80 FTE. Laptop and cell phone (or appropriate cell phone reimbursement) will be provided. Benefits package includes health and dental insurance, 401K plan with 8% employer match, PTO and flextime, annual COLA and merit raise evaluations, and a training and conference budget.