



Position Description
Stormwater Drafter/Designer

Position Title: Stormwater Drafter/Designer
Reports to: Urban Waters and Wildlife Program Manager
Status: 20-30 hours/week non-exempt, flexible schedule
Compensation: \$18 starting hourly wage + benefits

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. 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: *"The Long Tom Watershed Council serves to improve water quality and watershed conditions in the Long Tom River basin and surrounding Willamette River drainages through education and collaboration among all interests, using the collective wisdom and voluntary action of our community members."* LTWC's work and staff have won local, state and international awards. Council history and other information available at our website: longtom.org

Urban Waters & Wildlife Program

The Council began its urban program as the *Amazon Creek Initiative* in 2011, expanding in 2014 to include the broader metro area of the upper Willamette River in geography and enhanced business engagement in scope. The Urban Waters & Wildlife Program (Program) includes, broadly, the following activities:

Monitoring: Amazon Creek is a designated Pesticide Stewardship Partnership waterway which is a coordinated effort with DEQ and ODA to measure pesticide levels at designated locations along the Amazon Creek and its tributaries. This information, in association with data collected by the City of Eugene forms a basis for tracking the health of our waters as well as targeting any areas for needed water quality improvement.

Outreach and Education: To facilitate action, data collected from our monitoring program is shared with commercial, industrial, landscape maintenance, agricultural businesses and stakeholders in Amazon Creek and the larger metro area. This information empowers people to make measurable improvements through facilitated and/or collaborative action. Current tools utilized to facilitate action include Trout Friendly Landscapes and Salmon Safe Programs which incorporate GSI and IPM. Additional program activities will be added as funding and partner/stakeholder interests guide us.

Trout Friendly Landscapes and Green Stormwater Infrastructure: We recruit and assist commercial and industrial businesses to upgrade existing landscapes to those that provide beauty, wildlife habitat, and stormwater management. Site practice alterations may also be recommended to reduce pollutant transport. To do this, Program Manager (PM) writes up a Feasibility Study informed by site visits and interviews with appropriate employees. Recommendations are accompanied by a schematic conceptual design. Identified projects are then developed with including permitting and construction documents as necessary, followed by contractor selection assistance, installation oversight and marketing. Voluntary stormwater retrofits often qualify for cost offsets and/or grant assistance.

Role of the Stormwater Drafter/Designer

The Stormwater Drafter/Designer (SD) will focus on drafting support for stormwater retrofit projects using AutoCAD. SD will have design input opportunities and will work closely with the program manager throughout all projects. Our Urban Waters & Wildlife Program Manager, Sarah Whitney, is a Registered Landscape Architect with over 25 years of experience in this work. Opportunities to assist with feasibility studies, site visits to gather site information, as well as grant and report writing will be frequent. This position reports to the Urban Waters & Wildlife Program Manager. This position could extend to include construction oversight, performing maintenance site visits, small project lead, and initial outreach as need, desire and comfort levels are developed. The ideal candidate will have a demonstrated commitment to the ideals of the Council's mission and will be experienced with drafting in AutoCAD as well as developing construction and permitting drawing sets. An understanding of green stormwater infrastructure, nonprofits, watershed councils, grants, marketing and working with business interests are desirable, but not critical.

Summary of Position Responsibilities

1. Gather site information including elevations using a transit
2. Drafting in AutoCAD from developing site plans based on gathered site information, through to developing final construction document set
3. Develop illustrative schematic plans
4. Assist with the writing of feasibility studies
5. Assist with grant and grant report writing
6. Other opportunities with candidate interest include GIS mapping, water quality sampling and stakeholder engagement

Required Skills

- AutoCAD drafting for a professional design firm with significant experience developing full plan sets for permit submittal and/or construction documents. Min. 2 years experience in a professional firm preferred
- AutoCAD problem solving including resolving common output issues
- Comfort with the collaborative design process
- Excellent, proven organization, attention to detail, communication and writing skills
- Able to take and follow directions, feedback

Desired Skills

- Grant and/or technical report writing experience

- Understanding of stormwater management best management practices and Integrated Pest Management strategies
- Ability to discuss water quality issues and design solutions with non-technical people in person and in writing
- Comfortable with GIS

Qualifications

- Bachelor's Degree or higher in a Professional Design Practice such as: Architecture, Landscape Architecture and Engineering. Other significant experience considered.
- Proficiency in AutoCAD
- Proficiency in office computer software - Word, Excel, PowerPoint, databases
- 3 years job experience (minimum) with at least 2 years in a professional design firm

Job Environment

The Urban Waters & Wildlife Program office is located in the heart of Eugene at Willamette and 27th, where this position will work alongside the Urban Waters and Wildlife Program Manager, the Executive Director and other Council Employees and Partners as appropriate. 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. The office is open Monday to Friday 9:00 am – 5:00 p.m., position schedule is flexible for the right candidate. Rarely evening and weekend work is required. A valid driver's license and use of your own vehicle is required. Mileage between offices and to work sites is reimbursed at the state rate.

Remuneration

This position is compensated at \$18/ hour, and is a part-time, non-exempt position. Hours are flexible between 20-30 hours/week based on employee preference. The council offers a competitive benefits package that includes health and dental insurance, 401K plan with generous 8% employer match and PTO/Sick time.

To Apply

Send a cover letter (limit 1 double sided page, 12 pt font), resume, portfolio (including at least one construction document) and a minimum of 3 references by e-mail to urbanwaters@longtom.org
Optional: printed applications may be sent to Long Tom Watershed Council, attn.: Urban Waters 751 S. Danebo Ave, Eugene, OR 97402

Application deadline is midnight August 24, 2018