



# BITTERROOT WATER PARTNERSHIP

## CONSERVATION PROJECT MANAGER Job Announcement 4.3.24



- Reports to:** Executive Director
- Salary:** \$50,000 - \$65,000+, commensurate with experience and qualifications. *Potential for significant increases for exceptionally qualified candidates.*
- Position:** Full-time, Salaried, exempt
- Start Date:** May/June 2024. *While a summer start is preferred, the position will remain open until the right candidate is selected.*

***Submit your application by May 7 to be included in the first round of interviews.***

### **Organization**

The Bitterroot Water Partnership (BWP) is a community-driven nonprofit organization with more than 30 years' experience serving the people, wildlife, and natural resources of the Bitterroot Valley. The BWP leads reliable and intentional conservation initiatives that promote and provide clean, ample water for people and healthy habitats by working with key partners and our communities.

### **The Location**

The Bitterroot Valley is nestled between the Bitterroot and Sapphire Mountain ranges in Western Montana. Considerable public lands, working farms and ranches, and the Bitterroot River and its tributaries provide vast opportunities for hiking, fishing, and wildlife viewing. The BWP office is in vibrant, downtown Hamilton, within walking distance from a number of restaurants, parks, breweries, and the Bitterroot River.

## Position Description

The Conservation Project Manager (CPM) will identify, develop, and implement restoration projects that measurably improve water quality, enhance aquatic and riparian habitats, and protect priority tributaries on both private and public lands in the Bitterroot watershed. By working closely with the Executive Director, the local agricultural community, and nonprofit and agency partners, the CPM will help the organization respond to the impacts of growth, development, and climate change, on water quality and water quantity, and be responsible for identifying water storage opportunities, advancing programs to ensure the sustainability of irrigated agriculture, and designing projects that support the socio-ecological resilience of the watershed.

Duties include developing restoration projects to address current water issues or threats, writing and managing grants to fund projects, and overseeing project implementation, including budgets, subcontracting, construction oversight, volunteer management, and monitoring.

Projects range in size and scope from multi-mile road decommissioning work in partnership with the Bitterroot National Forest to small acreage riparian fencing with private landowners. *Projects active in 2024 include road decommissioning in Rye Creek, sediment reduction in Willow Creek, and volunteer-based restoration and coordination throughout the watershed.*

## Essential Responsibilities

- Perform stream assessments, landowner outreach, and analysis to identify specific watershed restoration needs in priority tributary streams as identified in the Bitterroot Watershed Restoration Plan
- Develop and fund projects by working with private and public landowners, project partners, and funding and permitting agencies.
- Manage project implementation, including subcontracting, permitting, materials acquisition, construction oversight, reporting and monitoring.
- Support the BWP's engagement efforts by analyzing data, writing project reports, and providing other needed inputs for presentations and outreach about conservation impact.
- Track on local, state, and federal funding opportunities to identify ways to support existing and potential projects.
- Plan and implement volunteer workdays, including oversight of the "Watershed Enhancement Team".
- Supervise interns, volunteers, and/or seasonal field technicians as needed.
- Partner with landowners and irrigation managers to better understand needs for irrigated agriculture.

## Other Responsibilities

- Participate in staff meetings, team buildings, board meetings, and BWP-sponsored events
- Participate in organization-wide planning, budgeting, and fundraising, and administrative tasks
- Produce annual work plans, fill out weekly timesheets, and other reports and documentation outlined in the BWP's personnel policies
- Contribute to community meetings, like the Conservation District and Local Working Group
- Demonstrate commitment to and professional enthusiasm about the BWP's work and mission.
- Perform other duties and responsibilities as requested with a sense of humor and team spirit.

## Skills and Experience

- BA/BS in watershed science, watershed management, water resources management, natural resource management, wetland ecology or relevant field.
- Two+ years experience in watershed conservation or related field, with demonstrated success
- Strong verbal and written communication skills.
- Ability to put people at ease and listen well.
- Functional GIS skills.
- Dedication to collaboration, communication, and community-oriented solutions.
- Demonstrated command of Microsoft Office Suite and Google Drive.
- Ability to work long days outdoors in varying weather conditions as well as working for long periods in an office.
- Travel; must possess a valid driver's license and personal vehicle.
- Ability to contribute to a positive and enthusiastic organizational culture.
- Field experience with hydrology, fisheries, engineering, or natural resource management.
- Experience managing restoration projects and contracts.

Strong candidates will be self-motivated individuals who meet many but not necessarily all of the qualifications. We encourage interested candidates to apply if they meet 75% of them.

**Benefits:** Paid leave, paid holidays, one-week winter office closure, SIMPLE IRA retirement savings plan with employer contribution

**To Apply:** Send resume and cover letter in a combined to [info@bitterrootwater.org](mailto:info@bitterrootwater.org) Position will be open until filled.