



## PROJECT MANAGER JOB OPPORTUNITY

The Sonoma Resource Conservation District (RCD) is a non-regulatory, local, special district empowered to manage soil, water, fish and wildlife resources for conservation. In existence since the 1940s, RCDs are local grassroots conservation delivery systems that identify local conservation problems and guide solutions on a voluntary basis. The Sonoma RCD covers 919,000 acres, or over 85% of Sonoma County, and includes the Russian River, Petaluma River, Sonoma Creek, Stemple Creek, and Gualala River Watersheds. The RCD is almost exclusively grant and fee for service funded with a small amount of local property tax leveraged in to millions of dollars each year. The Sonoma RCD has staff with expertise in a wide variety of natural resource and agricultural disciplines, education and outreach, policy, and fundraising, and is governed by a board of directors that are local landowners in the District.

Our mission is carried out through seven program areas: LandSmart™, Watershed Planning, Habitat Enhancement, Water Resource Management, Water Quality Credit Trading, Agricultural and Environmental Education, and Environmental Compliance and Biological Support Services. For more information visit our website at: [www.sonomarc.org](http://www.sonomarc.org)

The Sonoma RCD is seeking an experienced Project Manager to manage activities related to implementing the RCD's Habitat Restoration, Water Resource Management, and LandSmart™ programs. The position will have a great deal of interaction with project engineers, geologists, land owners and managers, federal, state, and local permit and resources agencies, community stakeholders, and other personnel; and will provide outreach and education on programs and related topics in a variety of venues.

This position will develop conservation and habitat improvement projects with private landowners from initial to final stage including landowner outreach, project needs assessments, funding and permit procurement, interface with engineers and other design consultants, analyzing project engineered plans, maps, and other reports related to project development, and implementation oversight. This position will also complete agricultural farm conservation plans and projects, including on-site evaluations and assistance to local landowners with planning and implementing best management practices. The Project Manager will represent the RCD at meetings and on committees. This position will also maintain appropriate files documenting project work completed, and develop and track project budgets.

### POSITION DESCRIPTION:

Status: This position is a 40 hours/week, at-will position. Salary commensurate with experience. Position includes 100% Employee paid health plan, retirement plan, annual discretionary leave, and 11 paid holidays.

The ideal candidate will possess:

- ❖ Three to five years of project management experience demonstrating exceptional ability to develop and implement conservation and/or habitat restoration plans.
- ❖ Strong GIS skills
- ❖ Working knowledge of and interest in production agriculture and natural resource conservation principles and science, specifically soil erosion processes, best management practices, water quality and stormwater runoff.

- ❖ Strong public speaking skills and ability to effectively communicate concisely and clearly in challenging situations.
- ❖ Experience working independently and as a team on multiple projects at once.
- ❖ Highly motivated and self directing.
- ❖ Excellent verbal and written communication skills
- ❖ Ability to meet deadlines, multi-task, and be flexible.
- ❖ Experience working under, writing and/or managing grants.
- ❖ Positive attitude in a challenging, dynamic work environment.

Minimum Qualifications:

- ❖ A Bachelors degree in soils, physical/biological sciences, water resources, agriculture or related field is preferred.
- ❖ 3 years of related project management experience.
- ❖ A vehicle, good driving record and proof of automobile insurance.

To Apply: Send Cover letter, resume, and salary history to Kara Heckert at [kheckert@sonomarc.d.org](mailto:kheckert@sonomarc.d.org) or 201 Concourse Blvd. Suite B, Santa Rosa, CA 95406

All applications must be received by October 7<sup>th</sup>, 2013.