



Chippewa Luce Mackinac Conservation District

Watershed Coordinator Position Description Munuscong River Watershed Manure/Nutrient Management Project

The Watershed Coordinator (WC) will be responsible for working on programs and grants to address water quality impairments in the Munuscong River Watershed (MRW) by implementing key components of the Munuscong River Watershed Management Plan (MRWMP). Specific activities related to the position are outlined in the Great Lakes Restoration Initiative (GLRI) Munuscong River Watershed Management Plan Implementation grant narrative, which is available upon request.

The WC will work closely with many stakeholder groups, agricultural producers, and other citizens in the community. Maintaining good relationships and collaborating with project partners and stakeholders is of great importance to the success of this project. The ideal WC will be approachable and comfortable working in a rural agricultural environment and working independently.

Specific duties are outlined below.

Major Duties

- **Grant Coordination, Recordkeeping, and Reporting** – The Coordinator will be responsible for implementing all aspects of the Munuscong River Watershed Manure/Nutrient Management Project as written in the project proposal. The Coordinator will work to obtain a contractor through a competitive bidding process to install the required BMP's. The Coordinator will diligently record day to day activities for reporting purposes. Monthly and yearly reports will be required for CLMCD with additional reporting required by EPA.
- **Education and Outreach**- The coordinator will organize, facilitate, arrange logistics, and when appropriate serve as the primary educator for community-based workshops and other outreach events required in specific with in the specific grant requirements. This outreach work will include on-farm visits with producers, sometimes individually and sometimes in cooperation with the Natural Resource Conservation Service (NRCS), Farm Service Agency (FSA), and Michigan Agricultural Environmental Assurance Program (MAEAP) technician. Education and Outreach duties will also include production of brochures, flyers, and postcards targeted towards specific watershed user groups as well as committee meetings, and public engagement meetings.
- **Agricultural Best Management Practice Implementation**- The WC will work with agricultural producers and partner agencies (NRCS, FSA) to develop conservation plans and coordinate the implementation of best management practices, including, but not limited to surface water exclusion fencing, heavy use area protection, waste storage facilities, watering facilities, livestock controlled stream crossings, buffer strips, composting pads, streambank and gully stabilization, and roof runoff structures.
- **Additional Project Development**- The WC will work with CLMCD staff, partner agencies, and landowners to identify potential future projects and develop grant proposals for future watershed work.
- **Other duties as needed**

Minimum Skills and Qualifications:

- Bachelor's degree in a natural resource, environmental, or agricultural field from an accredited institution is preferred. Extensive relevant professional experience may be substituted on a case-by-case basis.
- At least one (1) year experience with watershed management planning or implementing watershed level Best Management Practices based of an approved watershed management plan.
- Ability to collaborate and develop positive working relationships with agricultural producers, landowners, groups, and government agencies

- Excellent written and oral communication skills and presentation experience
- Ability to independently organize and multi-task on several different projects and activities at the same time while providing timely follow-up to project partners and stakeholders. Efficient and effective time management is a must.
- Working knowledge of watershed issues, non-point source pollution remediation strategies (most importantly agricultural conservation practices), and watershed management. An understanding of agricultural conservation programs, in particular NRCS and MAEAP programs, is a plus.
- Computer skills are important, including Word, Powerpoint, Excel, and GIS
- Ability to travel to overnight conferences and work some nights and weekends as needed.
- Valid driver's license and reliable personal transportation (mileage reimbursement for field work is available)
- Experience working on livestock farms including beef, horse, and sheep.
- Experience using EPA STEPL nutrient loading calculations and Non-point source pollution reduction calculators/ equations
- Must be able to pass federal background security clearance

Working Environment:

Work requires working with NRCS, FSA, the Chippewa Luce Mackinac Conservation District, MAEAP technician, the Munuscong River Watershed Council (MRWC), contractors, landowners, and operators for the purpose of exchanging information, providing technical assistance services, and for the implementation of conservation practices. Work will be conducted both in the office and in the field. The employee will frequently make field visits that may involve walking on rough terrain, carrying equipment, or climbing steep banks during all (safe) weather conditions. The position requires average agility and dexterity during field visits. Protective gear and clothing such as hard hat, boots, and gloves may be necessary during field visits.

Salary and Position Details

The WC will be directly supervised by and work closely with the Executive Director of the Chippewa Luce Mackinac Conservation District.

This position is a full time temporary (term) position funded by a 2 - year Great Lakes Restoration Initiative (GLRI) grant through the U.S. Environmental Protection Agency (EPA). The expected employment dates will be April 2020 – April 2022. Continued funding past the initial term will be dependent on the ability to write for and achieve additional funding. The technician wage will be \$24.00/hr (\$49,000/yr). The technician will be required to work 40 hours/week and compensated on a bi-weekly basis. Regular hours of duty are between 8:00am 4:30pm, but includes night and weekend hours when necessary. Benefits include paid time off (PTO), holidays, and \$2,080/year contribution to an individual retirement savings (IRA) chosen by the employee.

How to Apply:

Serious applicants only should submit a professional resume, cover letter, and a list of three (3) professional references, one of which who can speak to your experiences under the required qualifications to clmcd@macd.org with the subject: **Watershed Position** or mail to CLMCD C/O Mike McCarthy, 2847 Ashmun St, Sault Ste. Marie, MI 49783 for consideration. **Application materials are due by March 13, 2020 by 4:30pm or until position is filled, preference will be given to applications received by that date.** Candidates selected for interviews should be prepared to interview the week of March 23rd – 27th, 2020 with a **required** start date of April 6th, 2020 or April 13th, 2020.