

TRUCKEE RIVER WATERSHED COUNCIL

PO Box 8568
Truckee, CA 96162
530-550-8760
www.truckeeriverwc.org

September 21, 2016

JOB ANNOUNCEMENT

Director of Restoration

The Truckee River Watershed Council brings the community together for the Truckee, to protect, enhance, and restore the Truckee River watershed. Visit www.truckeeriverwc.org to learn more.

The Truckee River Watershed Council offers competitive compensation, a benefit allowance for retirement savings or medical coverage for eligible employees, a dog-friendly office, and a collaborative work environment. We provide professional development opportunities and promote from within. Our culture supports and inspires conservation achievement and personal development, within the workplace and beyond.

Position Summary

The Director of Restoration is one of three senior staff leading our efforts to protect, enhance, and restore high priority areas in the Truckee River watershed –from the outflow of Lake Tahoe to the California-Nevada Stateline, including the 27 main tributaries that confluence with the Truckee River. The Director will work closely with partner organizations and will supervise project staff.

Essential Functions

The Director of Restoration will lead strategies to increase the amount of restored land in the middle Truckee River watershed. S/he will supervise staff coordinating less complex restoration projects and volunteer-based restoration programs. S/he will work closely with staff and partner organizations to assist with landowner and public outreach, evaluate potential restoration projects, determine the best options for long-term restoration, secure project funding, and provide program and project oversight and coordination. S/he will be responsible for helping to coordinate landowner outreach with other organizations and for negotiating partnerships for complex projects.

Responsibilities and Scope

- Oversees restoration on public lands where the Watershed Council has agency agreements.
- Leads and manages multi-disciplinary teams of staff, partner staff, and consultants to restore land in priority areas.
- Initiates projects with landowners to develop benefits and opportunities for long-term conservation and/or restoration on their property.
- Manages grants, contracts, and administrative agreements with project partners and funding agencies.
- Develops and maintains systems for regular reporting on progress toward restoration goals and project deliverables.
- Responsible for helping to secure funds from government grants, foundations, and donors to meet project and program needs.
- Use exceptional relationship building skills to create and maintain effective collaborative relationships internally and externally to accomplish program goals.

- Frequently makes independent decisions based on analysis, experience, and judgment.
- Demonstrates superior ability to influence and drive results in situations that require buy-in from multiple stakeholders even where the Director does not have formal seniority or authority.
- Establishes optimal performance standards for the project or program while controlling costs and administering budgets.
- Negotiates contracts and agreements which can bind the Watershed Council legally and financially.
- Demonstrates exceptional ability work through conflicting demands of land managers and land uses while maintaining program/project goals.
- Develops budgets for project costs, including design, permitting, construction, and monitoring, and maintains records of costs and resources associated with all tasks.
- Work in a fast paced environment with a multitude of needs and priorities. Multi-tasking is second nature.
- Demonstrates outstanding organization and time management skills to manage multiple critical deadlines, and help teammates prioritize and maintain focus on the most urgent initiatives.
- Supervises program and project staff and is responsible for performance management and training of staff within the program/project. Supervisory responsibilities will vary from project to project.

Minimum Skills and Experience

- BA/BS degree in natural resources management, conservation, business, or another related field of study and at least 5 years' experience in land conservation, ecosystem restoration, rural land development, or a related field.
- Ability to complete tasks independently with respect to timelines.
- Experience working with a wide range of people, such as resource agency staff, regulatory agency staff, landowners, funders and donors, and volunteers.
- Experience negotiating complex agreements.
- Experience securing grants with awards of \$150,000 or higher.
- Supervisory experience.
- Experience in developing and managing multiple projects and timelines.
- Proficient with Microsoft Office (Word, Excel, Powerpoint); Adobe Acrobat, able to create presentation-quality graphs and figures.
- Excellent oral, written, and public speaking skills.

Preferred Skills and Experience

- M.S. or other advanced degree and 10 years' experience in conservation practice or equivalent combination of education and experience.
- Successful experience in developing, directing and managing multiple projects and implementing strategic program goals.
- Demonstrated experience in fundraising government agencies, private foundations, businesses, and donors.
- Working knowledge of ecological restoration, hydrology, geomorphology, environmental permitting, CEQA, NEPA, and monitoring.
- Knowledge of current trends and strategies in wetland, meadow, and riparian restoration.
- Working knowledge of land management of natural areas, including ecological restoration the relationship to recreation, public access, grazing, timber harvesting, roads, and dams.
- Demonstrated experience building collaboration with other land management and resource management parties to reach common goals.

- Experience hiring and managing contractors.
- Proficient in social media platforms such as Facebook and Instagram.

Qualities

- Enthusiasm, integrity, high energy, and a positive attitude; mission-driven and self-directed.
- Curiosity, compassion, and interest in people.
- Collaborative, transparent, inclusive leadership style.

Physical Requirements

- May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.
- Employee dogs can be on-site so there is repeated exposure to dogs.
- The majority of work hours are spent in the office or on-site. The offices are typical of a small organization.
- Must have a valid driver's license.

How to Apply

Please compile an application package of:

1. Cover letter, resume, and three professional references.
2. Writing sample of a funding proposal for which:
 - You were the primary or secondary author
 - The goals were related to habitat restoration or land management
 - The proposal was awarded/funded
 - The awarded budget was \$250,000 or more:
 - include the budget
 - If individuals or specific compensation are included, it's okay to redact that information, but only that information
 - If you choose to submit a writing sample that does not meet these criteria, include a cover letter with an explanation
3. Writing sample of a slide deck for which:
 - You were the primary presenter
 - The presentation was related to habitat restoration or land management
 - The presentation was 20 – 45 minutes

Please submit the package via email as follows.

1. Due: Thursday, October 20, 2016
2. Submit to: Audrey Jamison, ajamison@truckeeriverwc.org
3. Submit in a single PDF the resume, cover, letter, and three professional references.
4. Submit the funding proposal in as few parts as possible; single PDF is preferable.
5. Submit the slide deck as a PDF.
6. If the writing samples are large, you may submit in separate emails.

Interviewing and Hiring

We anticipate the first set of interviews to take place the week of October 24, 2016.

A limited number of candidates will be asked to come in for second and third interviews in early to mid-November. The start date for the position is January 3, 2017, or sooner if possible.