



Position Announcement

Position: Watershed Planner

Reports to: Executive Director

Hours: Full-time with generous benefits package

Salary: \$55,000-\$76,500 depending on experience

Close Date: July 6, 2018

Organization:

The Huron River Watershed Council (HRWC) is a nonprofit coalition of local communities, businesses, and residents established in 1965 to protect and restore the river for healthy and vibrant communities. Services include hands-on citizen education, technical assistance in policy development, and river protection and monitoring projects. HRWC leads RiverUp! and the Huron River Water Trail (www.huronriverwatertrail.org). RiverUp! is a campaign to restore and revitalize the Huron River. It is a signature place-making initiative that seeks to transform the Huron River corridor into a premier destination in Michigan and the Great Lakes. HRWC leads this public + private partnership. RiverUp! projects improve river health, recreation access, and water-related investments in local economies.

General Description: The Watershed Planner serves as a primary facilitator and core staff person for partnership-based management and stewardship in the watershed. The Planner will build strong relationships with a wide range of partner organizations, businesses, and service providers, and be familiar with the history, characteristics, and issues in the watershed. The planner will also promote and enable waterfront and watershed revitalization projects that increase habitat diversity, restore connectivity, expand public access to recreation, promote green stormwater management, and encourage sustainable development.

Responsibilities include, but are not limited to:

- Coordinate and facilitate stakeholder meetings
- Research and summarize information of relevance to river revitalization and emerging contaminants for decision-making by watershed partners
- Create a pipeline of new projects and funding to advance the goals of RiverUp! and manage the portfolio of projects
- Facilitate the operations and communications of the Huron River Water Trail, the country's 18th National Water Trail; convene partners, identify opportunities and gaps, implement projects, and assist with promotion and marketing
- Work with stakeholders to develop and implement policies, strategies and secure funding
- Forge new relationships among recreational, business, and government partners
- Develop and give public presentations, develop print, video and web materials in coordination with Marketing staff, and identify strategic means to distribute messages
- Act as a spokesperson with the media on HRWC programs/projects, technical issues and water policy issues
- Develop pollution prevention activities designed to reduce point and nonpoint source pollution

- Develop and track performance metrics for program, evaluate and assess
- Coordinate staff, contractors, and interns for successful program outcomes
- Perform all aspects of project management including developing and administering budgets, securing funds, reporting and evaluating to funders, and serving as spokesperson
- Participate in production of a high-quality newsletter, website, and other traditional media and social networking outlets
- Assist in developing and implementing any needed procedures to continually improve the effectiveness of the organization
- Participate in staff meetings, and other organization events and activities
- Support and facilitate fundraising efforts, including grant writing and attending fundraising functions

Desired Proficiencies and Qualifications:

- A master's degree environmental sciences, environmental engineering, public policy and/or planning, or a related field
- Minimum five years of relevant work experience
- Strong analytical skills
- Excellent verbal, written, and listening communication skills, and political savvy
- Self-motivated and organized
- Experience with working on and leading productive teams
- Experience in researching, advocating, and educating the public on water quality issues and solutions
- Ability and desire to facilitate collaborative approaches to environmental protection
- Ability to effectively manage numerous projects—funder relations, evaluation, tracking, and time management
- Skilled at facilitating meetings that involve people with diverse views
- Commitment to an organization that requires staff time to maintain the culture of both participatory decision-making and support for colleagues to achieve their best
- Demonstrates a passion for the work and is committed and engaged
- Able to meet the minimum 10% travel within a five-county area in southeastern Michigan

Benefits: HRWC offers a full range of employee benefits including health insurance, matching retirement contributions, paid time off, paid holidays, flex time, a flexible spending account and long-term disability insurance.

Employment Status: It is the policy of HRWC that this job classification is employed at the will of the HRWC and may resign or be dismissed with or without cause or notice at any time during employment.

DEI statement: The HRWC is committed to Diversity, Equity, and Inclusion within the work place, and thus is committed to prohibiting discrimination against volunteers, clients, and applicants on the basis of race, ethnicity, religion, sex, gender, marital status, national origin, physical or mental handicap/disability, social economic class, ethical values and/or political beliefs, parental status, veteran status, arrest record, organization membership, or any other characteristic protected by law.

HRWC will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

Physical Demands and Work Environment: The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

--Project work may entail all-weather physical activity, including in-water work, and the use of basic hand and field tools

--Some evening and weekend work required

--Must maintain a valid driver's license

Send resume and cover letter that demonstrates your specific interest in the position and relevant qualifications to:

Laura Rubin

Executive Director

Huron River Watershed Council

1100 N. Main St., Suite 210

Ann Arbor, MI 48104

lrubin@hrwc.org

Electronic submissions are preferred.

Applications must be received by 11:59 pm, July 6, 2018 to be considered.