

# **Pierce Conservation District**

## **Job Announcement**

### ***Water Quality Technician I***

#### **Nature and Purpose of the Position:**

The position of Water Quality Technician I is an entry-level position of the Pierce Conservation District primarily working with the Water Quality Improvement Program. This position requires flexibility within defined job duties as the position will also support work from the Habitat Improvement, Agricultural Improvement, and Harvest Pierce County programs. This position reports to the Water Quality Improvement Director and is a full-time, non-exempt position with commensurate benefits.

#### **Duties and Responsibilities:**

The primary responsibility of the Water Quality Technician I is to work closely with the Water Quality Monitoring Program Manager to manage the volunteer-based stream monitoring program. Secondly, the Water Quality Technician I will work to create and cultivate relationships in four key partner jurisdictions (University Place, Fircrest, Orting, and Camp Murray) to ensure PCD programming is being fully utilized. Third, this person will manage streamside restoration projects throughout the District. Fourth, this person will coordinate our internship and Eagle Scout projects across all programs.

The individual in this position must be an innovative, team-oriented individual who enjoys working with others in a fast-paced environment and maintaining relationships with our stakeholders and volunteer base. Applicable skills include strong written and oral abilities, comfort in professionally networking to increase organization and program awareness in the community, flexibility for overseeing a diverse set of projects with varying timelines, be self-directed and follow through on assignments in addition to working as part of a team. A strong understanding of water quality and water quality issues is required. A desire to work in both a professional and outdoor/field setting to manage projects and volunteers.

In addition to the following major job responsibilities outlined below, the person in this position will also take on other duties as assigned by his/her supervisor.

#### ***Volunteer-based Stream Monitoring Program***

The primary responsibility of the Water Quality Technician I will be to manage the volunteer-based stream monitoring program. Currently there are over 75 volunteers monitoring 43 sites throughout Pierce County. This position must have strong organizational and communication skills as the program has many moving parts and works with many kinds of volunteers to implement this program. Program management includes:

1. Coordinate water quality kit delivery and pickup with monitors and Water Quality Assistant
2. Manage maintenance of water quality equipment
3. Review monitoring data for completeness and accuracy
4. Enter monitoring data into database for annual reporting
5. Complete annual report for volunteers and partners
6. Recruit and train stream monitors

### ***Jurisdictional Relationship Management***

The Water Quality Technician I is responsible for creating and cultivating relationships with key staff in 4 partner jurisdictions. This includes being the primary contact for all planning, communication, and project coordination between jurisdiction and PCD staff/programs. This position must have strong partnership-building abilities and be solution oriented as much of our work is assisting jurisdictions meet goals that they don't have the capacity to complete. Relationship management includes:

1. Annually meeting with jurisdictional staff to plan upcoming year's work
2. Coordinate jurisdictional work with appropriate District staff
3. Represent the District on Boards, committees and partnership groups as necessary to implement strategic priorities
4. Reporting work completed to appropriate jurisdictional staff

### ***Restoration Project Management***

The Water Quality Technician I is responsible for planning, coordinating, and leading streamside planting projects within this positions' 5 partner jurisdictions, and other projects as needed. Additionally, this responsibility includes recruiting and managing individual and groups of volunteers to complete the project; including but not limited to, preparation of the project site, streamside planting, ongoing maintenance of project into establishment, and any needed replanting. This position must have strong communication and project management skills as we work with many different kinds of projects and people. Specific duties include the following:

1. Work with jurisdictions, watershed councils, and landowners to identify restoration opportunities and develop restoration plans
2. Collaborate with partners to develop agreements, scopes of work, deliverables, timelines and budgets for projects
3. Manage multiple projects at one time
4. Recruit volunteers to assist with restoration project
5. Lead volunteers in planting or maintaining restoration projects
6. Tracking project implementation and establishment

### ***Pesticide Applicator***

The Water Quality Technician I will be required to receive their Pesticide Applicator license with an aquatic endorsement within 6 months of hire date. Responsibilities will include:

1. Stores, handles, mixes and applies pesticides in accordance with federal, state, and local laws and regulations; and performs related duties as required
2. Prepares pesticide use forms
3. Attends continuing education courses to maintain Qualified Applicator's Certificate

### ***Other Pierce Conservation District Projects***

As Pierce Conservation District receives funds for various projects and programs, the Water Quality Technician I may be directed to expand job responsibilities and work within a different program.

### **Required Skills, Knowledge, and Characteristics:**

In addition to skills required to fulfill the responsibilities above, the person in this position must have a bachelor's degree with academic training and/or experience in environmental science/studies; water chemistry; aquatic sciences; or related science, and at least one year of volunteer, project management and/or related professional experience. Other necessary skills and abilities include:

- Understanding of and belief in Pierce Conservation District mission. Represent Pierce Conservation District in a professional and upstanding manner.
- Proficiency in written and oral communication techniques to address a wide variety of topics and audiences, to prepare and explain conservation practices, prepare informational articles, and to prepare summary work reports.
- Utilize a positive, helpful, and constructive attitude with members of the public, co-workers, and colleagues, even in stressful or difficult situations.
- Effectively plan and organize own schedule of activities related to work goals set by the Water Quality Improvement Director.
- Ability to meet deadlines and provide high quality, accurate, and timely product.
- Work in both a team environment and independently, with the ability to be flexible and adapt to changing situations.
- Be dependable and show initiative.
- Willing to work nights and weekends.
- Ability to work closely with others in both a public office and out-of-the office environment.
- Service oriented attitude and constructive problem solving skills.
- Valid drivers license

**Salary and Schedule:**

This is a full-time position consisting of 40 hours/week. Position will require some work on Saturdays and after regularly scheduled work hours. Starting pay for this position is \$17.76/hour or \$37,068 annually. Benefits include retirement, medical/dental/vision, as well as accrued paid sick leave, annual leave, and 10 paid holidays.

**To Apply:**

Please submit a cover letter describing the experience and skills you would bring to this position (not to exceed one page, single spaced), resume (maximum two pages), and three references to the Pierce Conservation District. Mailed applications must be postmarked by April 22, 2016. If hand delivered, applications must be received at the Pierce Conservation District office no later than 4:00 p.m., April 22, 2016. Mailing and physical addresses are listed below. Electronic or faxed applications will not be accepted.

**Contact Information:**

Melissa Buckingham, Water Quality Improvement Director  
(253) 845-9770 ext. 109 or melissab@piercecountycd.org

**Physical Address:**

Pierce Conservation District  
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Puyallup, WA 98371

**Mailing Address:**

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P.O. Box 1057  
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