



Water Resources Coordinator

ClearWater Conservancy is a nonprofit conservation organization based in Centre County, PA. ClearWater's main program areas include land conservation, water resources protection, and environmental outreach to the community. Learn more about our work at www.clearwaterconservancy.org.

Employment Type: Full-time
Supervisor: Executive Director

Job Summary

The Water Resources Coordinator will primarily be responsible for the management of the Spring Creek Watershed's Water Resources Monitoring Project. The position will require year-round collection and management of water quality and quantity data (including baseflow, stormwater and groundwater), maintenance and analysis of rating curves for 13 stream flow stations, writing annual project reports and grants, coordination of fundraising, and interaction with staff, volunteers, and a variety of public and private conservation professionals on a regular basis. The position may also require oversight of a Water Monitoring Technician.

The Water Resources Coordinator will also be responsible for the management of Watershed Cleanup Day and other programs and grants as appropriate. The position also facilitates interaction between ClearWater Conservancy and the Spring Creek Watershed Association, the Spring Creek Watershed Commission, the Centre County Pennsylvania Senior Environment Corps, and other education and outreach initiatives.

Professional Qualifications

A strong background in collection of water quality and quantity data, technical writing skills and database management is required. Background in basic statistical methods in water resources is a plus. Proficiency with computer programs including Microsoft Access, Microsoft Excel, and Microsoft PowerPoint is also required. ArcGIS experience is highly desirable. Experience in preparation and performance of public presentations is also desired. Minimum of Bachelor of Science degree in a water resources related field of study is required. Must have own transportation.

Personal Characteristics

Candidate must have excellent communication skills, perform as a team player, and be willing to take initiative. Knowledge of watershed management issues is preferred. Creativity and problem solving skills are desirable. Must be a self-starter who can work with a minimum of oversight.



Salary/Benefits

Salary \$28,000 to \$32,000 commensurate with experience, plus benefits package including three weeks paid time off (combined vacation and/or sick-time), 10 paid holidays, health insurance, flexible spending account, and retirement package.

How to Apply

Send cover letter, transcripts, resume, and references no later than October 1, 2013 to Jennifer Shuey, Executive Director at jennifer@clearwaterconservancy.org.