



Project Manager Position Announcement

General Description

The Deschutes River Conservancy is looking for a highly motivated professional who will thrive in a fast-paced non-profit environment. Our organization focuses on restoring stream flow and improving water quality in Oregon's Deschutes Basin. We apply collaborative, market-based approaches to achieve our goals.

What does it mean to be a "collaborative, market-based" organization? We partner with other nonprofits, irrigation districts, landowners, and government agencies to develop and implement comprehensive, outcome-driven stream restoration strategies. Our organization excels at cooperative restoration and water management planning. We ensure that our strategies meet the needs of all local stakeholders.

Our partners protect upland areas and restore physical habitat. We restore stream flow through market-based approaches. The Deschutes River Conservancy develops large-scale water conservation projects (think four foot diameter pipes), manages a water bank, and operates a highly successful water leasing program. The institutional environment surrounding our work changes rapidly. Our innovative approaches to water management both work within and implicitly shape Oregon's water policies.

The **Project Manager** will oversee all aspects of flow restoration projects in the Deschutes Basin. The ideal candidate will be as comfortable working with diverse partners as they are at budgeting multi-million dollar restoration projects. Candidates for this position should have some experience managing complex projects, preferably in a related field.

Responsibilities

Project Management (50%):

- Build and maintain relationships with landowners, irrigation districts, government agencies, and other conservation organizations;
- Develop and oversee all aspects of instream flow restoration projects, from budget and work plan development to the documentation and reporting of final deliverables; and
- Initiate and manage the state administrative process associated with instream flow restoration projects, including instream transfers and conserved water projects.
- Coordinate the work of project teams, including in-house resources, subcontractors, and agency partners;

Grant Writing and Fundraising (25%):

- Prepare project proposals, grant applications, and regular reports to funding partners;
- Participate in general organizational fundraising efforts (e.g., events, presentations, etc); and
- Manage grants associated with individual restoration projects. Track grant budgets, monitor and report on project status, and ensure that projects meet grant objectives.

General Program Support (25%):

- Assist in the development of annual workplans in support of DRC programs;
- Perform research tasks associated with water availability analysis, water rights due diligence, and project-specific appraisals;
- Participate as a team member on consulting projects for DRC clients; and
- Assist with instream flow tracking and monitoring activities.

Qualifications

The Project Manager should possess a bachelor's or master's degree and have at least two years of relevant work experience in a related field. The Project Manager should have excellent analytical and quantitative skills and have a demonstrated proficiency with written English. A commitment to collaborative, incentive-based conservation methods is essential.

The Project Manager will be proficient at managing multiple tasks, timelines and relationships to carry projects through from design and implementation to monitoring. The ability to develop and maintain professional relationships with multiple stakeholders including public agencies, municipalities, landowners, and private businesses is critical. A working knowledge of software applications, such as Microsoft Word, Excel and PowerPoint, is required.

Knowledge and experience with any of the following is advantageous:

- Western water law and water rights transfer procedures (especially in Oregon)
- Water resource policy, management, and institutions in the Deschutes Basin
- Environmental and resource economics
- Water resources engineering and/or hydrology
- Stream ecology and watershed processes
- Multi-stakeholder facilitation of projects and/or programs involving natural resources
- Survey design and implementation, database management and statistical analysis
- Proposal writing, project management and contract administration
- Geographic information systems, particularly ArcGIS

Additional qualifications for the position include the ability to work efficiently as part of a team. A valid driver's license and reliable transportation are also required.

Benefits

We believe in hiring and retaining the best candidates in a competitive field. Our benefit package includes full medical/dental insurance, retirement savings options, and generous vacation time. Salaries are competitive and commensurate with experience.

How to Apply

Interested candidates should email a cover letter and resume to Brett Golden (brett@deschutesriver.org). Please include "Project Manager" in the subject of the email. Although we will accept applications until we fill this position, we will begin reviewing candidates on November 17.

Please call (541) 382 – 4077 or email if you have any additional questions about this position

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