



Vermont Youth Conservation Corps
1949 East Main Street
Richmond, Vermont 05477
802.434.3969
info@vycc.org
www.vycc.org

CONSERVATION WATERSHED MANAGER

Date Posted: February 5, 2018

Department: Conservation

Reports To: Conservation Program
Director

Position Status: Full-time, Year Round

Position Start: Position open until filled. **Exemption Status:** Non-Exempt
Preferred start date, March 2018.

Job Summary:

The Conservation Watershed Manager is responsible for overseeing projects that use the VYCC's model of small, mobile and well-trained crews to improve water quality and increase resiliency of public infrastructure throughout the state. This position is equally responsible for collaborating with a broad network of watershed partners to secure project revenues, promote understanding of VYCC crew capabilities and accomplishments, ensure appropriate application of best management practices for watershed projects, and support Vermont's water quality goals.

Essential Functions:

Water Quality Improvement Projects:

- Oversee project funding and pursue new revenue streams
- Work with partners to identify, design and implement high priority watershed projects that support Vermont's Clean Water Act
- Collaborate with existing partners, new partners, and potential future partners (Including DEC, Municipalities, Basin Planners, watershed non-profits, design consultants, etc) to understand VYCC crew capacity, identify and create funding mechanisms, and advocate for increased watershed impact
- Secure fee-for-service projects through solicitation, contracting, and work project completion
- Assist with project invoicing with VYCC's Administration and Finance office
- Collaborate with development staff to identify, secure, and implement philanthropic and other grant making specific water quality improvement projects to be completed by VYCC crews
- Provide program evaluation to ensure that projects are in alignment with VYCC's mission and Vermont's water quality goals
- Oversee project documentation, data collection, and reporting for watershed projects

Field Program Support

- Assist with Field Staff and Corps Member trainings
- Develop and guide technical trainings for headquarters staff and field staff at a landscape level for project implementation (water quality, invasive species, forest management)
- Provide crew supervision and on-call support
- Provide Technical and Crew Management Support to HQ Field Supervisors
- Train seasonal Field Staff on work project site management
- Assist with Program Events such as Crew Start-ups and Closure
- Provide support to VYCC crews on logistics management within the Conservation Program including vehicles, tools, gear, communications

Operations Support

- Serve as additional liaison and contact for project sponsors and partnering agencies
- Participate in strategic meetings with major project sponsors: DEC, VTrans, FPR, USFS, ANR, etc.
- Assist with developing new partnerships
- Assist with scouting, planning, budgeting, project design and preparation
- Conduct pre and post season site visits
- Assist with project contracting
- Assist with project documentation, data collection, and reporting

Required Qualifications, Knowledge, Skills and Abilities:

- Proven abilities to build collaborative partnerships with a wide variety of external partners.
- Thorough knowledge, or ability to quickly learn, the Vermont landscape including water quality challenges and land and community resiliency
- Ability to relate to diverse internal and external constituencies including staff, board, parents and children, service providers, public officials, and donors
- Familiarity with regulations, laws, and procedures of the Vermont Agency of Natural Resources
- Familiarity with watershed-related organizations and partners in Vermont
- Two to four years of experience in conservation work and youth development programming, including projects that improve watershed health and water quality. Experience with trail building, carpentry and residential camping preferred
- Demonstrated ability to work independently and on a team
- Excellent interpersonal, written and verbal communication skills
- Outstanding time management, organizational skills, and attention to detail
- Ability to operate VYCC fleet including a variety of vehicles
- Ability to operate certain types of mechanized equipment applicable to work projects
- Ability to spend long days in the field and to work evenings and weekends when required
- Degree in Natural Resources, Environmental Studies, Ecology, or a related field is preferred
- Grant writing, budgeting and reporting experience
- Wilderness First Aid and CPR or equivalent

About VYCC's Culture, Workplace, and Compensation:

About VYCC

Our mission is to teach young people personal responsibility through meaningful work that connects us to the land, community, and one another. Youth and young adults (ages 15-24) join VYCC for practical and hands-on work, personal growth, and deep connection to the natural world by working on farm and conservation crews across the state. Learn more at VYCC.org.

Our Commitment to Diversity

The VYCC is committed to creating a diverse environment and is proud to be an equal opportunity employer. Applications from diverse racial, ethnic, and cultural backgrounds, women and gender fluid individuals, veterans, and individuals with disabilities are encouraged. All eligible applicants or job-holders have an equal opportunity in all areas of VYCC employment.

Our Workplace

The Conservation Operations Coordinator will be based out of the Vermont Youth Conservation Corps Headquarters Office at the historic West Monitor Barn, in Richmond, VT. Our office is a collegial, bustling, and fun open office atmosphere, which offers staff opportunities to interact and collaborate. Successful staff are able maintain focus and productivity, balance personal initiative and independence, and plug into our team in ways that help us do our best work as an organization. Staff enjoy the perks of the Farm at VYCC and forest campus year-round, as well as the happenings of nearby downtown Richmond.

Staff Compensation:

- Salary, Exempt from overtime
- Medical and dental insurance
- Annual paid time off and sick leave
- On-going professional development
- Member of a mission-driven, fun, results-oriented, and dedicated team of professionals
- Member of a dynamic organization with tremendous impact on Vermont's youth and environment

How to Apply

Please send a cover letter, resume, and contact information for three professional references to Patrick Pfeifer, Conservation Program Director: Patrick.Pfeifer@VYCC.org.

Updated 2/5/18