JOB TITLE: Stream Restoration Project Manager

Location: Missoula, MT

Position Type: Full-time, Salaried, Exempt

Target Start Date: Spring 2021

JOB SUMMARY: The Clark Fork Coalition seeks a Restoration Project Manager to develop and manage a suite of restoration projects near Missoula, MT, with particular focus on the Bitterroot River watershed. The Bitterroot system sustains a robust native and wild trout fishery that faces threats from de-watering, sediment, habitat degradation, and barriers to fish passage. The Restoration Project Manager will help CFC fulfill the goals of its Bitterroot Restoration Strategy, including improving water quality, stream flow, fisheries, and watershed health, by developing projects with private landowners and agencies, securing funding, hiring and supervising contractors, and reporting on and monitoring projects. This position reports to the Stream Restoration Director, works in collaboration with another project manager and the Monitoring and Project Coordinator, and, as part of a high-impact team, plays a significant role helping CFC fulfill its mission to protect and restore the Clark Fork River watershed.

ESSENTIAL FUNCTIONS

Stream Restoration Project Management

- Perform stream assessments, landowner outreach, and analysis to identify specific watershed restoration needs in priority Bitterroot tributary streams identified in CFC’s Bitterroot Restoration Strategy (view at tinyurl.com/BitterrootStrategy)
- Develop project ideas by coordinating with landowners, partners, and other CFC staff
- Develop and secure funding for projects to improve aquatic and riparian habitat, restore headwater watersheds, and enhance fish passage
- Supervise contractors in engineering, design, and construction of projects

Coordination, Planning, and Reporting

- Coordinate project development with CFC’s Bitterroot partners, other stakeholders, and funding agencies to ensure strong collaboration and support for CFC’s work
- Support CFC’s restoration team in writing monitoring plans and technical reports, analyzing data, and providing other needed inputs for presentations and project reports
- Work closely with CFC’s fundraising and communications teams to develop proposals, submit reports to funders, and creatively tell our story in various media
- Work with other staff to build CFC’s impact and reputation in the Bitterroot watershed

Other Responsibilities

- Participate in staff meetings, board meetings, and CFC-sponsored events
- Participate in organization-wide planning, budgeting, and fundraising
- Project commitment to and professional enthusiasm about CFC’s work and mission
SKILLS AND EXPERIENCE

Required
- Ability to work with diverse types of people
- Good communication skills
- Ability to put people at ease and listen well
- Ability to work well on a team
- Ability to be flexible and adapt to rapidly evolving work situations
- Working knowledge of MS Office programs

Desired but Not Essential
- Prior work in some aspect of the civil construction industry, either design, engineering, or construction supervision at job sites
- Field experience with hydrology, fisheries, engineering, or natural resource management
- Experience with government grants (writing, managing, reporting, compliance)

COMPENSATION AND BENEFITS
- Salary: Base of $45,000 and negotiable
- Twelve paid holidays and generous Paid Time Off
- Employer-paid health coverage
- Retirement contribution, with immediate vesting

CURRENT COVID ADAPTATIONS
- CFC has written protocols in place to protect staff during the Covid-19 epidemic, including working primarily from home, and only in-office on an as-needed basis
- CFC supplies laptop, software, and tech support, as needed, for at-home offices, but applicants will need to have the capacity to work remotely while CFC is following Covid protocols
- First round interviews to be conducted via video conference

APPLICATION PROCESS
- Submit a cover letter and resume in a single PDF file by email by 5:00 pm MST Monday, February 15 to: info@clarkfork.org. In your application please include all personal and professional experience relevant to this position.
- Screening completed by Feb. 18; interviews conducted between Feb. 25 and Mar. 5
- Final decision: March 22; Preferred start date: May 1

THE CLARK FORK COALITION is a member-supported 501(c)(3) river conservation organization whose mission is to protect and restore the Clark Fork River watershed in western Montana. CFC acknowledges that it conducts its work on the traditional homelands and waters of the Salish and Pend d’Oreille Peoples, past and present, and gratefully honors the path that they have shown us in caring for the river throughout the generations. CFC’s 12-person staff is based in Missoula, with satellite offices in Anaconda and Deer Lodge. CFC is committed to building a diverse board, staff, and river community, and is an equal opportunity employer, committed to providing employees with a work environment free of discrimination and harassment.