

## CONSERVATION PROJECT MANAGER FOREST HEALTH AND FIRE RESILIENCY

### BACKGROUND

The Colusa County Resource Conservation District (CCRCD) is looking for a full time Conservation Project Manager (CMP) to manage the CCRCD's Forest Health and Fire Resiliency Program. RCDs across California serve as local hubs for conservation, connecting people with the technical, financial, and educational assistance they need to conserve and manage natural resources. RCDs help landowners, land managers, government agencies, and others to voluntarily protect, restore, and enhance natural resources on private and public lands. Colusa County RCD's current projects include forest and fuels management, soil health, water conservation and quality, and natural resource education. The CCRCD project partners include CalFire, NRCS, UC Ag Advisors, neighboring RCDs, and local landowners and schools.

### POSITION

We are looking for a new team member to assist with managing CCRCD projects to improve wildfire resiliency and forest health. Projects include hazard tree removal, biomass utilization, vegetation management, prescribed fire, and reforestation. The position is a full time (40 hours per week). The project manager will report to the Executive Director and will work closely with landowners, Registered Professional Forester, government agency staff, and a broad array of partner organizations.

### TYPICAL DUTIES AND RESPONSIBILITIES

- Manage project implementation for CALFIRE Forest Health Grants which include hazard tree removal along access/egress routes, biomass utilization, forest stand improvements, reforestation, prescribed burning, invasive species removal and creating strategic fuel breaks.
  - Manage project timelines and plans with individual landowners
  - Manage contract with funders, consultants and subcontractors
  - Manage with project budgets, invoicing, and reporting
  - Manage communication between project partners and stakeholders
  - Coordinate with project partners and consultants to develop environmental documentation and permits
  - Assist the development of project design and logistics for project implementation with Registered Professional Forester
  - Provide oversight of implementation activities, including photo monitoring.
- Assist with the Fire and Fuel Management Program at the CCRCD
  - Participate as the CCRCD's lead in the Regional Fire and Fuel Capacity Program
  - Coordinate the on-going development and maintenance of the Colusa County Wildfire Protection Plan
  - Coordinate and/or support the development of a Fire Safe Council and/or Prescribed Burn Association within the region
  - Develop other forest and fuel management projects in the district
  - Participate in Firescape Mendocino stakeholder meetings
  - Build relationships with local, state, and federal fire authorities
  - Manage efforts to streamline permitting to increase pace and scope of vegetation management projects

- Other duties include:
  - Represent the CCRCD at outreach events and community meetings
  - Report project activities, accomplishments and setbacks to CCRCD Board of Directors
  - Assist CCRCD staff with other programs and projects as needed
  - Attend training and educational events as appropriate
  - Contribute to the CCRCD's quarterly newsletter and/or local newspapers

## **APPLICANT QUALIFICATIONS**

The CCRCD is seeking a person who desires to learn new skills, is a team player, creative, and enjoys working with landowners, students, and community members. Successful applicants will “wear many hats” at the RCD and must have experience in developing, planning, implementing and monitoring conservation and restoration projects. They will be able to work across many disciplines therefore have the potential to further develop technical, administrative, communication, and interpersonal skills.

### **Minimum Qualifications**

- Knowledge of forestry, vegetation management, wildfire behavior, watershed conservation, resource management, basic hydrology, basic soil science, native plant and animal communities, and restoration.
- Strong communication, organizational and time management skills
- Strong computer skills (*Word, Excel, PowerPoint*)
- Valid California driver's license, clean driving record, and current auto insurance
- Comfortable with public speaking
- Motivated self-starter, action-oriented, ability to work independently and strong desire to learn
- Physically able to work in the field (climbing in and out of streams, over/under fences, hiking, lifting, carrying supplies and equipment, planting, etc.) during all seasons
- Bachelor's degree or equivalent experience (two or more years professional experience)
- Applicant must be able to pass a thorough Homeland Security background check, pre-employment physical and drug test.

### **Desired Qualifications**

- Knowledge of Colusa County agriculture, forestry and natural resource concerns
- Proficiency with ArcGIS and GPS
- Familiarity with local, state and federal permits require for restoration projects
- Experience working with fire safe councils, watershed groups, or other conservation groups
- Familiarity with production forestry
- Grant writing and management experience

## **COMPENSATION**

Starting pay is \$28-30 (depending on experience) per hour with an increase in 12 months with favorable job performance. Benefits available upon meeting CCRCD's employment and time requirements. Employee benefits include a monthly lump sum additional pay (\$2.60/hour) and up to 5% 457 retirement plan employer match. Full time employees will receive holiday, sick, and vacation. In addition, this position offers a flexible schedule with the ability to work remotely in a fun, fast-paced, positive environment.

## **APPLICATION INFORMATION**

To apply, email a cover letter, resume and three or more references to Liz Harper, Executive Director: [liz@colusarc.org](mailto:liz@colusarc.org). Applications will be accepted until position is filled. The RCD is and equal opportunity employer. Candidates reflecting the social diversity of California are strongly encouraged to apply.

COLUSA COUNTY



RESOURCE  
CONSERVATION DISTRICT

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