



Coastal San Luis Resource Conservation District

1203 Main Street, Suite B, Morro Bay, CA 93442
805-772-4391 | www.coastalrcd.org

Job Announcement

Conservation Project Manager

The Coastal San Luis Resource Conservation District (CSLRCD) is committed to enhancing the overall integrity of ecological functions throughout our District. We offer interesting work that truly makes a difference in our community, and a flexible work environment.

Position Title: **Conservation Project Manager**

Location: Morro Bay, CA with services throughout District

Primary Responsibilities:

- Manage and oversee the various projects assigned to you
- Regularly review all grant contracts, scopes of work, and budgets to stay on track and meet deadlines
- Manage and track the invoicing, reporting and budget for the grants assigned to you
- Maintain a working knowledge of all current and pending regulatory programs and requirements
- Prepare environmental documents and permitting documents
- Build and maintain strong strategic partnerships; coordinate and facilitate local workshops and demonstration events
- Interact and maintain positive communications with numerous stakeholders
- Research grants, develop fee for service contracts, and foster relationships with potential funders

Hours: Full-time position.

Salary: \$20 - \$25 per hour depending on experience.

Minimum Requirements:

- BS degree or equivalent experience in soil science, agronomy, climate science, environmental science, natural resources or related areas.
- At least 3 years experience working in the natural resources field.
- GPS/GIS: field data collection, data management, data analysis, map creation.
- Applicant should have strong written and oral communication skills. Attention to detail and self-motivation are essential. The successful candidate must be able to work with limited supervision.

Additionally, the ideal Conservation Project Manager applicant is able to provide technical support to the organization in one or more of the following program aspects: soil and water monitoring, stormwater management, climate change adaptation, watershed planning and facilitation, and agricultural conservation measures and practices.

Please send cover letter, resume and 3 references to jcrabb@coastalrcd.org and include “Job Announcement” in the subject line. Deadline for application is Friday, April 19.