



Position Vacancy Announcement

Watershed Coordinator

The Wabash River Enhancement Corporation (WREC) is hiring a full time Watershed Coordinator that will be responsible for working on programs and grants in an effort to improve water quality in the Central Wabash River region. The coordinator will work closely with stakeholders, including government agencies, Universities (Purdue University & Ivy Tech), non-profits, neighboring Conservation Districts, agricultural producers, and individual citizens in the community to accomplish the requirements of each project. Primary responsibilities include leading a 319, watershed, management implementation grant for the Region of the Great Bend Sub Watershed of the Wabash River, assisting and planning other regional and local water quality initiatives, and serving as WREC's Education and Outreach Coordinator.

Major duties consist of leading all facets of implementation of the 319 grant and contract including: grant reporting; budget management; implementation of urban and agricultural best management practices with landowners – within, and outside of the 319 cost share program; conducting and, or facilitating water quality monitoring tasks; coordinating stakeholder committee and subcommittee meetings - including preparation of agenda, minutes, and follow up task reminders; seeking additional funding to support WREC and related water quality programs; and developing and implementing WREC and water quality program educational and outreach activities. These programs may include, but not be limited to, planning/leading educational activities; managing WREC's social media platforms; developing and or presenting promotional and educational materials, displays, newsletters, group presentations, demonstrations, public service announcements, news releases, and radio programs. A major education and outreach program duty is leadership of the festival committee that puts on WREC's Riverfest community festival. The Coordinator oversees one part time resource specialist.

Qualifications: a Masters (is preferred) in environmental sciences, water resources, planning, or a related natural resources field or a B.S. degree in same areas and 2-3 years of experience. An ideal candidate must have strong computer skills including experience with ArcGIS, Microsoft Word, Excel, Outlook, PowerPoint, and Publisher. A candidate should have excellent written and oral communication skills including experience giving presentations to groups with various ages and backgrounds; understanding of watershed management concepts; and the ability to work independently and as a part of a team and multi-task on several different projects and activities at the same time.

Work Environment: Office hours are Monday through Friday, 8 am to 5 pm with occasional evening or weekend hours. The Coordinator reports to the Executive Director. Salary range is \$40,000.00 to \$50,000.00 depending on qualifications and experience. Benefits include paid holidays, vacation, and sick time, and \$3,000.00 provided towards health insurance and retirement. The position is funded through December 2018, and WREC is working to secure funding to extend the position. All applicants must have a valid driver's license and be able to pass a federal background check. Send cover letter and resume including three references to Stanton Lambert, 515 Columbia Street, St. Lafayette, IN 47901 or email to slambert@wabashriver.net **The hiring process will remain open until the position is filled.**

The Wabash River Enhancement Corporation is a 501c3 agency formed by three local governments and Purdue University to serve as the point agency for planning and implementing sustainable enhancement of the Wabash River Corridor in Tippecanoe County, with a long, range vision of extending enhancement efforts into three surrounding counties (Warren, Fountain, and Carroll).

Wabash River Enhancement Corporation
515 Columbia Street, St. Lafayette, IN 47901
www.wabashriver.net