



**PIERCE  
CONSERVATION  
DISTRICT**

*Over 70 Years of Conservation*

308 West Stewart Avenue  
P.O. Box 1057  
Puyallup, WA 98371  
[www.piercecd.org](http://www.piercecd.org)  
253.845.9770  
Toll Free: 866.845.9485

---

## **Job Description for Habitat Improvement Projects Manager**

### **Nature & Purpose of the Position**

Pierce Conservation District is seeking a full-time Habitat Improvement Projects Manager to lead the Floodplains for the Future adaptive management team, provide technical assistance to landowners within priority basins, and develop and manage a pipeline of habitat improvement restoration projects. The focus of this position will be to protect and restore functioning ecosystems and to improve conditions for healthy salmon. Pierce County, along with the rest of Puget Sound, is changing rapidly. We've doubled in population in the last 40 years and are likely to double again in the next 40. As our region has grown, many of the things we love most about this area - the rivers, forests, salmon, and orca - have been degraded or even destroyed. If the place we call home is going to remain a healthy, vibrant place that we all love, we must take it upon ourselves to protect the best of what we have left and restore the areas that desperately need our stewardship.

[Floodplains for the Future](#) (FFTF) is a partnership of over 20-stakeholders working to recover floodplains and protect the health and safety of communities around them. Along with our partners, we are implementing a long-term vision that seeks to improve salmon habitat, protect communities and infrastructure from flooding, and preserve agricultural lands in the Puyallup Watershed. This team member will lead monitoring efforts, through data collection and analysis, to inform adaptive management of FFTF projects and partnerships. In addition to leading the FFTF adaptive management team, the primary duties of this new team member will be to engage landowners in priority basins through outreach and education, conduct and coordinate technical assistance, and oversee development and installation of restoration practices.

### **About Pierce Conservation District**

Pierce Conservation District is government that works. Our mission is to equitably support community-driven solutions to our most pressing local environmental challenges. We work strategically and passionately to conserve and restore the natural resources of Pierce County. Our work improves both rural and urban communities to benefit the health and well-being of our citizens. We work in six core program areas: Water Quality Improvement, Farm Assistance, Habitat Restoration, Urban Agriculture, Environmental Education, and Climate Resiliency. When you join the Pierce Conservation District staff, you join a team of talented and committed

---

**Conserving the Natural Resources of Pierce County Since 1949**



# PIERCE CONSERVATION DISTRICT

*Over 70 Years of Conservation*

308 West Stewart Avenue  
P.O. Box 1057  
Puyallup, WA 98371  
[www.piercecd.org](http://www.piercecd.org)  
253.845.9770  
Toll Free: 866.845.9485

---

people who are mission-driven and care deeply about improving our environment and our community. The Pierce Conservation District practices equity and inclusion by listening and learning from our valued and diverse communities and being ready to adapt and design more intentional or additional support so that we are equitable in the delivery of our programs and services.

Pierce County includes 1,806 square miles of ceded lands of four Federally recognized Tribes: the Puyallup Tribe, the Nisqually Tribe, the Muckleshoot Tribe, and the Squaxin Island Tribe. We recognize that the traditional and current homelands of these Tribes and their territorial lands, waters, and air are contiguous and transcend U.S. government-established boundaries. This means the quality and abundance of the County's natural resources directly affects the quality and abundance of natural resources of Tribal Nations. While Pierce Conservation District does not hold federal trust responsibilities, we work to conserve natural resources that are the foundation of a Tribes' rights to their ceded land. We practice equity by understanding the historical and cultural context of the land we steward, and the people, cultures, and communities the health of the land impacts. By working to restore habitat that is vital to traditional food gathering and cultural practices, this position will help lead the way in our efforts to honor Tribal Treaty Rights. To read our full Equity and Tribal Treaty Statements and learn more about these initiatives, please review our [2021 – 2025 Strategic Plan](#).

## About Pierce County

In joining Pierce Conservation District, you will be coming to work in one of the most diverse areas of Puget Sound. To live, work, and play in Pierce County is to have all the best things that the Pacific Northwest has to offer right at your fingertips, without having to battle hours of traffic to enjoy it all. This is a community that [cares deeply about equity](#) and is passionate about helping make this a better place to call home. Pierce Conservation District is proud to serve the people of Pierce County and help create thriving ecosystems and resilient communities.

## Primary Job Responsibilities

The Habitat Improvement Projects Manager reports to the Habitat Program Director, and is responsible for the following:

- **Floodplains for the Future Adaptive Management Team Lead (40% of workplan):**
  - Implementation of shared monitoring plan through data collection and analysis to provide valuable information for stakeholder groups as they work towards advancing integrated floodplain management solutions for the Puyallup, White and Carbon Rivers.



# PIERCE CONSERVATION DISTRICT

*Over 70 Years of Conservation*

308 West Stewart Avenue  
P.O. Box 1057  
Puyallup, WA 98371  
[www.piercecd.org](http://www.piercecd.org)  
253.845.9770  
Toll Free: 866.845.9485

- 
- Lead attends all meetings to track discussions, data needs, and data sources. Metric data is tracked using Smartsheet, and GIS.
  - Data collection, review, compilation and presented to farm, fish, and flood interest groups for refinement.
  - Lead the annual two-day Result Summit with all partners and produce the summary and Annual Report.
  - Contract Management (\$475,000): monthly billing, quarterly reporting, sub-contracts with consultant, and expenditure review with Finance/Admin team.
  - Manage Consultant team assisting with implementation of plan
- **Landowner Technical Assistance (60% of workplan):**
    - Develop and manage a habitat improvement technical assistance program, with an emphasis on salmon habitat, that aligns with our strategic plan and the priority basins of the Habitat Improvement Program.
    - Respond to public inquiries related to habitat restoration; conduct site visits and provide recommendations on best management practices.
    - Create and implement targeted outreach and education opportunities for landowners and other relevant audiences (may include workshops, tours, etc.).
    - Develop list of willing landowners and effective projects to improve functioning habitat.
    - Manage restoration projects through the initial assessment, funding, project design, permitting, and construction phases.
    - Represent and advocate for the Pierce Conservation District at groups such as the WRIA 10/12 Salmon Recovery Lead Entity and other regional partnerships to advance the work of habitat restoration and salmon recovery efforts.
    - Lead or assist with grant writing and other funding opportunities.
    - Accurately track project budget(s) and restoration metrics.

## **Secondary Job Responsibilities**

- Contribute to all-staff activities such as staff/program meetings, Pierce Conservation District annual meeting, reporting.
- Contribute articles, photos, and other content to the District's Tahoma View newsletter, website, and social media accounts.
- Participate in one of the District's cross-programmatic teams (Equity, Data, Sustainability, Communications, Wellness & Encouragement).
- Manage assigned partner and jurisdictional relationships.

---

**Conserving the Natural Resources of Pierce County Since 1949**



# PIERCE CONSERVATION DISTRICT

*Over 70 Years of Conservation*

308 West Stewart Avenue  
P.O. Box 1057  
Puyallup, WA 98371  
[www.piercecd.org](http://www.piercecd.org)  
253.845.9770  
Toll Free: 866.845.9485

- 
- Other duties as periodically assigned.

## Qualifications

The ideal candidate for this position will have a **strong knowledge base of riparian habitat, salmon ecology, and habitat restoration techniques**; at least **5-years of experience working in habitat restoration** or a related field, as well as experience working with Tribal partners, public agencies, and private landowners. They will be **emotionally intelligent, detail oriented**, and be **able to multi-task and prioritize** across a variety of projects. They must be a detail-oriented and a strategic thinker. The person in this position should also have:

- A Bachelor's degree and/or previous work experience in habitat restoration and/or ecology, geology, environmental science, or other relevant topics.
- Excellent interpersonal and communication skills and ability to work productively with landowners and partners.
- Project development and management experience.
- Experience with GIS.
- Excellent time management and task prioritization abilities.
- Commitment to and passion for locally-led conservation and Puget Sound recovery.
- Ability to clearly communicate in writing and orally.
- Ability to work some evenings and weekends.
- Proficiency in Microsoft Office/Office 365 suite of software programs.

## Desired Skills

- Post-Bachelor's degree and/or previous work experience in restoration and/or ecology, geology, environmental science, or other relevant topics.
- Advanced level of GIS competency.
- Willingness to learn Smartsheet software
- Experience with permitting processes and regulatory requirements for habitat restoration projects.
- Experience with construction project management.
- Relevant engineering or geotechnical experience.
- Familiarity with community outreach, and experience developing education and outreach materials.
- Familiarity with current climate change science and implications to riparian habitat, salmon ecology, and habitat restoration techniques. Website design.



---

### **Physical Requirements and Working Conditions**

This position works in office and outdoor environments, with occasional travel to a variety of locations to conduct work and may be exposed to typical hazards encountered at such work sites. This is a full-time position consisting of 40 hours/week. Position will require the flexibility to work community hours, not just traditional work hours. This includes some work on Saturdays and evenings.

### **Licenses, Certificates & Other Requirements**

Valid Washington State driver's license at time of appointment with maintenance thereafter, or evidence of equivalent mobility.

### **Compensation & Benefits**

This is a fulltime, exempt Program Manager level 2 or 3 position, with an annual salary between \$57,869 - \$63,656, depending on qualifications and experience. Benefits include retirement, 100% of premiums paid for medical/dental/vision for you and your dependents as well as accrued paid sick leave, annual leave, 10 paid holidays per year, District paid state family medical leave premium, an ORCA card and an annual training budget.

Pierce Conservation District is an equal opportunity employer, and we make an effort to recruit people of color and individuals from diverse backgrounds to apply for open positions.

### **To Apply:**

Visit [www.piercecd.org/Jobs.aspx](http://www.piercecd.org/Jobs.aspx) and within the Habitat Improvement Projects Manager job description follow the "Apply Now" link and fill out the form, attaching both a cover letter and resume complete with three (3) professional references.

**Application Process:** Applications will be reviewed by a diverse hiring panel of District staff and key partners to the Habitat Program. The panel will conduct an initial review of applicants starting September 22nd, with initial interviews to be scheduled the week of September 27th.

Interviews will be 30 – 60 minutes, and will consist of questions from each of the panelists to inform the panel of experience and knowledge in habitat restoration, commitment and contribution to our equity goals, and other topics. The interview is also the candidate's opportunity to ask the panel probing questions to gauge if the District and the position is a good fit for them.



**PIERCE  
CONSERVATION  
DISTRICT**

*Over 70 Years of Conservation*

308 West Stewart Avenue  
P.O. Box 1057  
Puyallup, WA 98371  
[www.piercecd.org](http://www.piercecd.org)  
253.845.9770  
Toll Free: 866.845.9485

---

**Position open until filled. First review of applicants is: September 22, 2021**

**First round of interviews: to be scheduled week of September 27, 2021**

**Projected Start Date: October 18, 2021**

**Contact Information:**

Allan Warren, Communications & Development Director  
253.278.4320  
[AllanW@PierceCD.org](mailto:AllanW@PierceCD.org)

Or

Isabel Ragland, Water Quality Senior Program Manager  
253.845.9770 ext. 103  
[IsabelR@piercecd.org](mailto:IsabelR@piercecd.org)