

## **WCD Position Announcement - Natural Resource Specialist**

LOCATION: Washington Conservation District - Stillwater, MN.

CLASSIFICATION: Specialist.

SALARY RANGE: \$42,115 - \$66,569. Starting salary DOQ.

HOURS/DAYS: Normal business hours, Monday - Friday. Requires evening and occasional weekend meetings. Flex time and compressed work schedule available.

STATUS: Exempt, full-time position with competitive benefits package.

Washington Conservation District is seeking a talented, self-motivated individual to support watershed plan implementation, natural resource management, and water quality protection in Washington County, Minnesota.

### **DUTIES AND RESPONSIBILITIES:**

1. Serve as Middle St. Croix Watershed Management Organization's (MSCWMO) Administrator and provide technical and administrative support for the MSCWMO and its member communities.
2. Manage implementation of a variety of natural resource management projects.
3. Coordinate design and installation of water quality best > management practices.
4. Assist with outreach programs and write grant applications, reports, and newsletter articles.

APPLICATION PROCESS: Submit a cover letter, resume, and three references to Jay Riggs, Manager, Washington Conservation District, 1380 W Frontage Road, Hwy 36, Stillwater, Minnesota 55082. Application materials must be received by 4:00 p.m., March 21, 2008. The WCD reserves the right to change the announcement's content without notification and may at any time withdraw the announcement.

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