



Job Announcement: Project Manager

Position Title: Project Manager
Position Location: Forks, WA
Pay Range: Up to \$25/hour (DOQ) plus benefits (medical, dental, vision, vacation, sick, holiday pay)
Classification: Regular full-time (40 hours/week)

Position Summary:

The Pacific Coast Salmon Coalition (PCSC), a Regional Fisheries Enhancement Group located in Forks, WA, is currently seeking qualified candidates to fill the Project Manager position. PCSC is committed to salmonid habitat restoration and community outreach through local and regional partnerships.

The Project Manager is supervised by and works closely with the Executive Director and is responsible for planning and implementing PCSC restoration and education projects. These projects include assessing past and potential restoration sites, increasing stream habitat complexity, removing fish passage barriers, improving riparian habitat, and increasing public awareness of salmon and salmon habitat.

Benefits include a compensation package that includes PTO, medical, vision and dental benefits, and a starting hourly wage of up to \$25/hour, DOQ for a full-time (40 hours/week position).

Major Duties and Responsibilities:

- Works with the Executive Director to identify potential restoration sites.
- Develops restoration plans and budgets (including large woody debris placement, beaver dam analog installation, planting, invasive species prevention and control, and fish passage barrier removal); prepares grant applications for restoration projects.
- Represents PCSC with landowners and project partners. Performs outreach to educate landowners about salmon habitat and to secure permission to implement restoration work.
- Develops work scopes, bids, schedules, and manages contracts.
- Coordinates maintenance of previously implemented PCSC and WDFW's Salmonid Screening, Habitat Enhancement and Restoration (SSHEAR) sites.
- Accurately tracks deliverables and budgets for multiple grants.
- Perform other related duties as assigned.

Required Skills/Knowledge/Abilities:

- Demonstrated ability to communicate effectively both in verbal and written format.
- Ability to interact positively with and motivate a wide range of people, including staff, volunteers, landowners, public agencies, and other stakeholders. Conveys information clearly and concisely.
- Ability to manage and communicate with contractors.
- Experience preparing written reports in an accurate and timely manner.
- Willingness to perform duties in all types of weather and terrain. Able to perform physically demanding manual labor outdoors, at remote locations, on difficult and hazardous terrain in all types of weather.
- Proficient with computers and the use of Microsoft Office.



- Must be able to provide own transportation for normal highway travel as well as forest roads (gravel/dirt logging roads) and have a current driver's license and vehicle insurance. Approved mileage will be reimbursed.
- Strong ability to work both independently and as part of a multidisciplinary team.
- Ability and willingness to follow direction and take initiative while maintaining a positive attitude.

Desired Skills/Knowledge/Abilities:

The following qualifications are preferred/helpful for an employee who has these skills/knowledge or abilities for this position.

- Understanding of habitat needs of salmonids.
- Demonstrated ability to secure grant funding, manage grants, and be fiscally responsible by preparing budgets, working within them, and following procurement guideline requirements.
- Experience using GPS and GIS, including working experience with ArcGIS Online, ArcGIS Pro, Survey123, and Field Maps.

Required Qualifications:

- Bachelor's degree in environmental science, fisheries, watershed science, ecology, restoration, forestry, construction management or other related fields (*four years of professional experience in a related field can be substituted for the education qualification*).

AND

Two years professional experience in planning, implementation, maintenance, and monitoring of habitat restoration projects or construction projects, i.e. Project Management.

- Able to perform physically demanding work, outdoors, at remote locations, on difficult terrain in all types of weather.
- Walk up to 3-miles over steep or uneven terrain during a work day.

How to Apply:

If you have a passion for salmon restoration, a background in project management, and a desire to build partnerships with other organizations and volunteers, send a resume, cover letter, and three professional references to:

ATTN: Mike Rohde

Pacific Coast Salmon Coalition

PO Box 2527

Forks, WA 98331

or

email: Chinook@pacificsalmon.org

For more information send an email to Chinook@pacificsalmon.com

This position is open until filled.