



Vacancy Announcement

Title:	Watershed Manager North
Salary Range:	\$51,750.00-\$63,250.00
Headquarters:	Morgantown Or Mt. Clare
Submit Resume to:	Jskaggs@wvca.us or vacancies@wvca.us or on Indeed Watershed Manager North - Morgantown, WV - Indeed.com
Closes:	Open until filled
FLSA Classification:	Exempt

This position is exempt from West Virginia Division of Personnel rules (At will employee).

Nature of Work:

The Watershed Manager (WM) is responsible for the regional implementation of the Operation, Maintenance & Repair Program (OM&R) the Emergency Watershed Protection Program (EWP) and Watershed programs. These functions require close coordination and cooperation with various state and federal agencies, conservation districts, local municipalities, county commissions, watershed groups, and the public. The WM develops and implements construction design and estimates, the procurement of necessary operating permits, and quality assurance. The WM assists in legislative and citizen correspondence for the assigned area. The WM supervises professional, technical, and administrative staff. The WM performs related work as required and other duties as assigned.

Work Environment:

This position is a mixture of fieldwork and working in an office environment and will require traversing rough terrain in inclement weather, participation in aerial flights, operation of small watercraft and the use of bio-security measures. The WM will operate in disaster areas such as flood with extensive travel and extended overnight stays required.

Responsibilities:

- Leads assigned watershed office/area in the dam OM&R, EWP, and stream restoration with programmatic reporting as assigned.
- Plans, assigns, and coordinates the work of subordinates.
- Assists watershed associations, state and federal agencies, conservation district supervisors, and landowners to identify potential project sites.
- Conducts field inspections to monitor contract activities, assess project progress, and complete appropriate reporting.
- Assists in Legislative site visits and prepare reports as requested.
- Conducts pre-bid job showings.
- Reviews plans and designs developed by engineering firms and staff and coordinates appropriate permits for proposed projects.
- Coordinates with contractors performing work on watershed dams OM&R, the EWP, and other stream-related activities with construction oversight.
- Presents findings of projects and proposed plans to state and local officials, and the public.
- Completes reports with documentation as required by Division Director.

Required Knowledge, Skills and Abilities:

- Ability to provide leadership; coach, train, supervise staff; and manage resources to carry out WVCA and conservation district programs and accomplish targeted goals.
- Ability to establish and maintain effective working relationships with state/federal agency officials, employees, Conservation Districts, and the general public.
- Ability to plan, organize and coordinate work where numerous, diverse demands are involved.
- Ability to perform the work of subordinates during staff shortages, traversing rough terrain in the execution of field work.
- Knowledge of state, federal environmental, natural resources laws, and regulations.
- Knowledge of the principles, practices, and objectives of various phases of natural resources planning.
- Skill in drawing final conclusions and in justifying and documenting conclusions.
- Knowledge of office procedures, practices, and office equipment
- Ability to attend training and conferences in and out of state.

Minimum Qualifications:

Education: Bachelor's degree from an accredited college or university with a major in engineering, resource management, environmental sciences, or related field.

Experience: Five (5) years full-time paid experience in the area of assignment.

Education Substitution: Associate degree from an accredited college or university in a related field and four (4) years of full-time paid experience in the area of assignment. The Education Substitution years of experience must be in addition to the required Experience.

Experience Substitution: None

Additional Requirements:

- Dependable transportation and valid driver's license.
- Physical ability to lift and maneuver 40 lbs.
- Pre-employment drug and alcohol testing.

- Pre-employment law enforcement background investigation.

Effective: 07-16-2013

Revised: 5-16-2024