

Job Positing: Watershed Science and Stewardship Coordinator

High Prairie, AB



Job Description

The [Lesser Slave Watershed Council](#) (LSWC), one of Alberta's eleven Watershed Planning and Advisory Councils, is working across the Lesser Slave region to advance Alberta's *Water for Life Strategy*. The LSWC is seeking a qualified individual to join our team as the Watershed Science and Stewardship Coordinator. In this role, the Watershed Coordinator will lead watershed science, monitoring and stewardship projects, build capacity and leverage partnerships to expand the LSWC's technical and field programs.

Major Duties:

- Coordination of the LSWC's tributary and lake water quality monitoring and benthic invertebrate monitoring programs including logistics, field work, data review and management, reporting.
- Coordination of the LSWC's Watershed Resiliency Program – engaging with agricultural, acreage, and lakeshore residents to implement projects that enhance flood and drought resiliency.
- Further development of the LSWC's technical and field programs to obtain data on key watershed indicators.
- Support State of the Watershed reporting – data compilation, technical writing & GIS
- Preparation and delivery of reports, presentations, information materials related to LSWC projects and programs for stakeholder and public audiences
- Communication and relationship building with watershed partners, stakeholders, and governments.
- Coordination of workshops and events that support the LSWC's objectives.
- Supervision and mentoring of seasonal staff in the field.

Required Qualifications

- Post secondary education in environmental sciences, biology, geography, agriculture, land reclamation or related discipline.
- 2-5 years of professional experience in a related position.
- Strong technical and professional writing skills along with excellent oral presentation skills.
- Excellent computer skills. Ability to use: Office 365, excel, canva, ARC GIS (basic), Google applications.
- Project management experience, proven ability to meet deadlines, and work within a set budget.
- Knowledge freshwater ecosystems and water quality monitoring (lentic and lotic)
- Knowledge of lake shore and riparian habitat management and agricultural best practices

- Must have a valid driver's license and reliable vehicle. Reimbursement of mileage will be at the set LSWC rate. Vehicle provided by LSWC seasonally (April – September).

Assets

- Grant writing and reporting experience
- Ability to work independently, establish priorities and manage time effectively.
- Knowledge of the Government of Alberta's 'Water of Life Strategy', and working with nonprofit organizations
- CABIN training and experience
- Knowledge of Indigenous culture and or experience in working with Indigenous partners
- Experience in riparian health assessment and restoration techniques
- Knowledge of Alberta's Environmental Farm Plan program and agricultural grant programs
- Experience working in the outdoors, comfortable in remote areas, physically able to perform all duties
- Experience driving 4x4 vehicles in remote environments.

Position details

- Full time starting when suitable candidate is found.
- Hours of Work 8:30am to 4:30pm, 37.5 hour work week. There will be times where there will be a need for flexible work hours (i.e. evenings and weekends) and overnight travel.
- Term of Employment: Hire date to March 31, 2026. With opportunity for renewal.
- Office based out of LSWC office in High Prairie, AB. Potential for partial remote work arrangement after 6 months.
- Annual Salary 65,000- \$80,000, depending on qualifications and experience; plus health benefits and 3 weeks of paid vacation.

Applicants must clearly articulate their relevant experience and skills or applications will not be considered.

The LSWC welcomes a diversity of applicants. We thank all applicants that apply; however, only those chosen for an interview will be contacted.

Applications will be accepted until a suitable candidate is found.

Please forward cover letter and resume with references to:

Meghan Payne, LSWC Executive Director

Email: meghanpayne@lswc.ca