



Director of Restoration

Starting Salary Range: \$75,000-\$90,000

Benefits: Platinum level health care package (organization covers 90% of the premium), 26 Annual Leave Days, 13 Sick Days, 17 Holidays, 4% 401K match, professional development.

Direct Supervisor: Executive Director

Status: Full time, exempt

Purpose:

Our vision – **every community in Anne Arundel County is actively engaged to ensure a healthy environment for all** – cannot be achieved without intentional engagement of each community in our County. In order for our waterways to be clear, our air to be clean, and our natural ecosystems to be resilient, every community must have access to leadership and restoration benefits. WSA is committed to ensuring that all communities have leaders who can drive change for sustainable landscapes and clean waters. The Director of Restoration is a key organizational leader ensuring that WSA's restoration programs are accessible to communities across the County.

The **Director of Restoration** manages a dynamic staff team to lead the innovative restoration programs of the Anne Arundel County Watershed Stewards Academy, managing contractors, developing and deepening strategic partnerships with local government and restoration professionals, and mentoring community leaders to develop effective and well-maintained restoration projects.

The **Director** is responsible for setting annual budgets and work plans for each of WSA's restoration programs (Replant, Tree Ambassadors, One Water Partnership, Stormwater Success, RePollinate and others) in accordance with the WSA Strategic Plan, financial management including managing budgets, managing contracts, working with funders (including grant writing and reporting), and procuring supplies and services related to restoration programs and managing restoration staff, including the Restoration Coordinator and the Community Restoration Manager. The Director works with the other organizational leaders to plan, promote and celebrate restoration programs. Externally, the Director works collaboratively with the professional (private, non-profit and government) community to nest WSA's restoration work within key local and regional efforts.

Duties and Responsibilities:

Manage Restoration Staff and Programs 30%

- **Hire and manage restoration staff and interns** (Community Restoration Manager, Restoration Coordinator, Restoration Intern(s) such as Chesapeake Conservation and Climate Corps Member).
- **RePlant Anne Arundel/Annapolis:** Oversee restoration staff to train volunteers to plant trees across Anne Arundel County.
- **One Water Partnership:** Support restoration projects at congregations throughout the County. Oversee the program through managing the Community Restoration Manager ensuring WSA meets the goals as the technical partner for the Anne Arundel County Partnership Hub in collaboration with Interfaith Partners for the Chesapeake.
- **RePollinate Anne Arundel:** Support Steward leaders and partners to ensure the program runs smoothly and meets the annual goal for distribution of native plants.
- **Stormwater Success:** Coordinate the planning and execution of this 3-part course with Steward leaders and partners to ensure the course reaches its intended audience.
- **Save Our Trees:** Support Steward leaders and partners to ensure the program is running smoothly and meeting the annual goal for the number of trees saved from invasive vines, including providing technical support.

Manage Restoration Aspects of other WSA Programs 30%

- **Watershed Steward Certification Course:** Assist with planning and executing the restoration field and classroom sessions. Mentor Stewards through their capstone project, including site visits, evaluation of project plans (including permitting, design, maintenance plans), reviewing grant proposals and assisting with project installation.
- **Rooted In Community:** Assist with the restoration aspects of this program including project site selection, community presentations, and project management. Manage the Community Restoration Manager to meet project goals.

Mentor Watershed Stewards in Restoration Planning and Execution 20%

- **Steward Candidates and Certified Steward Projects:** Serve as a mentor in the planning and execution of residential-scale restoration projects such as rain gardens, rain barrels, conservation landscapes and tree buffers, and lead teams to consult on and manage various aspects of larger projects.
- **Site Assessment:** Assess sites (both in person and through desk assessments), identify potential stormwater solutions, and connect sites to restoration professionals and resources as appropriate.

- **Steward Action Groups:** Lead the WSA staff Restoration Team to mentor restoration-related Steward Action Groups including the Monitoring, Maintenance, Native Plant, and Residential Site Assessment Groups.
- **Data:** Manage the WSA Project Inventory. Coordinate triennial monitoring of all projects in coordination with Steward volunteers. Collect, track and analyze restoration-related program data to ensure programs meet goals.
- **Large Restoration Project Management:** Serve as the project manager for community scale restoration projects led by WSA. Work positively with many partners, both professional and volunteer, and ensure that the project stays on schedule, on budget and within scope.

Organizational Leadership 20%

- **Budget and Expense Management**
- **Grant Writing and Management**
- **WSA Strategic Plan:** Track and evaluate the restoration related progress indicators of the WSA Strategic Plan and contribute to reports for County, Board, and funders related to those progress indicators.
- **Event Support:** Support WSA staff in the planning and execution of restoration themed continuing education and networking events for Watershed Steward and the Annual Conference.
- **Electronic Communications:** Support WSA's Restoration focused digital communications
- **Partnership development:** Deepen partnerships with local government agencies, restoration professionals, and community leaders to connect and advance community restoration in Anne Arundel County and the City of Annapolis.

Required Skills/Abilities:

- Demonstrated experience in site assessment, design, installation and maintenance of watershed restoration projects ranging in size from small conservation landscapes, tree buffers, and bio-retentions to large community projects such as stormwater pond retrofits and stream restoration.
- Extensive knowledge of native and invasive plants including both herbaceous and woody species.
- Experience working with nurseries and other environmental industry professionals.

- Experience with developing and managing contracts and budgets for restoration services.
- Demonstrated project management skills. High attention to detail.
- Knowledge of the regulatory and programmatic drivers of watershed restoration in Maryland.
- Experience providing training to adult audiences.
- Experience managing staff, partnerships and projects.
- Ability to exercise considerable patience, courtesy, tact, and judgment in working with students, teachers, fellow employees, parents, volunteers, and the general public.
- Commitment to supporting the volunteer goals of a diverse range of constituents and a strong desire to help forward WSA's mission to engage all communities. Demonstrated ability to effectively work and communicate with diverse populations.
- Ability to measure and evaluate program effectiveness.
- Excellent verbal and written communication skills.
- Demonstrated proficiency with office software (e.g. Microsoft Office Suite -Word, Excel, Outlook, Publisher). GIS and AutoCAD preferred. Ability to learn new software programs as necessary.
- Ability to navigate varied terrain including steep wooded trails and unpaved paths.

Education and Experience:

- Bachelor's Degree in applicable field of biology, environmental science or related field from a regionally accredited college or university,
- Chesapeake Bay Landscape Professional, preferred.
- 5-10 years of experience working in the environmental restoration or community engagement field OR an equivalent combination of education and experience which provides the required knowledge, skills and abilities deemed sufficient to prepare the applicant to successfully perform the duties of the position.

Work location and schedule:

- Flexible work schedule to include approximately 40 hours per week. Evenings and weekends are required, but daytime hours are flexible around the employee's schedule.
- This is a hybrid position. Primary work location is the WSA Office in Annapolis Maryland.
- A background check is required prior to employment.
- The Director must have the ability to travel to and from sites using their own vehicle. Business mileage reimbursement is included.

Application and timeline:

- This position will remain open until it is filled.
- Applicants should apply by sending a resume and cover letter to contact@peopleopspartners.co (note: the email domain is .co, not .com). Please include "WSA Director of Restoration" in the subject line. Applicants are encouraged to include references.
- Well qualified candidates may also send a duplicate resume and cover letter to Suzanne Etgen (suzanne@aawsa.org)