ClearWater
CONSERVANCY

Streamside Project Coordinator

About ClearWater

ClearWater Conservancy is an accredited land trust and nonprofit organization dedicated to protecting and enhancing the natural environment in central Pennsylvania. The mission of ClearWater Conservancy is to conserve and restore our natural resources through land conservation, water resources stewardship, and environmental outreach across central Pennsylvania.

ClearWater Conservancy has been working to protect the land and water in central Pennsylvania for over 45 years. Since 2020, we have been hosted by Patton Township – but, in January 2027, ClearWater will move operations to our permanent home on the banks of Spring Creek in Houserville, just north of Penn State's University Park campus. The successful candidate for this position will enjoy the personal reward of contributing to our thriving organization during this pivotal moment.

The Team

ClearWater Conservancy currently employs 14 people across all programs and projects. The Streamside Project Coordinator is supervised by the Riparian Program Manager and works closely with the Community Engagement Coordinator and the Conservation team.

Job Description

The Streamside Project Coordinator is responsible for the ecological integrity of our restored riparian buffers. This role is ideal for an individual who seeks a mix of field and office work, likes to meet new people, and helps others access conservation resources. The coordinator works closely with landowners to maintain good working relationships, works in the field to maintain buffer restoration sites, and builds relationships with partner organizations who collaborate toward the same goals.

Landowner Liaison

- Connect with landowners and farmers through phone calls, in-person visits, cold calls, community events, referrals, and partner networks to gauge interest in conservation practices.
- Initiate conversations, follow up consistently, and build partnerships with landowners and farmers.
- Guide landowners and farmers through the process of installing best management practices utilizing grant funding, namely forested riparian buffer installation.

Riparian stewardship

- Maintaining or removing deer exclusion fencing or tree tubes
- Replanting trees (restorations are contract planted to begin)
- Removing invasive/undesirable plants using hand and power tools, including small hand tools, large hand tools, string trimmers, and hedge trimmers
- Treating exotic/invasive vegetation with herbicide appropriately. Certified Pesticide Applicator license in the State of PA is preferred, or willingness to become trained and certified.
- Identify problem areas and incorporate solutions into Buffer Stewardship Plans, i.e. buffer gaps, streambank erosion, exotic plants
- Seeding, including lifting, moving, and carrying 40-lb bags over short distances.

Office Work

- Develop planting plans in consultation with the Riparian Program Manager integrating the following considerations: site conditions, like wetness, sunlight, exposure, soils, and other factors that affect plant selection; grant requirements; wildlife habitat improvement opportunities; water quality impacts that can be mitigated by riparian restoration; property land use, like agricultural production; and landowner species preferences
- Plan buffer stewardship needs
- Data entry for grant reporting
- Documenting projects with maps
- Coordinating landowner/contractor meetings
- Assist Program Manager with preparation of contracts, requests for quotes, and grant applications as needed
- Collaborate with the ClearWater Conservation Team (Riparian + Land Conservation)
- Attend volunteer work sessions, committee meetings, partner meetings, and community events (occasional weekends/evenings)

Contractor supervision

The Streamside Project Coordinator will be involved in meeting with tree-planting and herbicide treatment contractors, explaining planting plans, inspecting plantings, and coordinating with contractors to adjust implementation of plans in the field.

Qualifications and skills

The successful candidate will have:

- Ability to identify native and non-native trees, shrubs, and herbaceous plants, and an interest in expanding their knowledge
- Knowledge of plant preferences, particularly with respect to hydrologic conditions
- Knowledge of the care of trees
- Physically fit to carry up to 20 lbs. while hiking over uneven terrain, through tall vegetation, or bending, and digging, in all types of weather. Ability to lift and carry 40 lbs. over short distances.
- Experience working with volunteer crews in natural habitats, maintaining awareness of site conditions and potential safety risks
- Strong organizational, time-management, coordination and correspondence skills
- Desire to work with a strong and dedicated team as a collaborator
- 1-5 years of experience in habitat restoration and or stewardship
- Bachelor's or higher degree with a preference for Natural Resource Management, Environmental Science, Forestry, Arboriculture, or related degree or equivalent relevant experience
- Passion for the protection of nature

Preference will be given to candidates who have a Certified Pesticide Applicator license or experience with herbicide application with a desire for training and certification, arboriculture, agricultural production, weed science, and habitat restoration. Applicants must be able to demonstrate the ability to work independently, taking initiative to assess and solve problems.

Equal employment opportunity statement

At Clearwater Conservancy, we are committed to fostering an inclusive and equitable work environment that reflects our mission: “Working together for people and place to nurture a healthy environment and thriving communities in the heart of Pennsylvania.” We believe that diversity strengthens our ability to make a meaningful impact and empowers us to better serve our communities.
We celebrate the unique perspectives and talents of every individual and are proud to be an Equal Employment Opportunity employer. We encourage applicants of all backgrounds, experiences, and identities to apply—regardless of race, color, religion, national origin, gender identity or expression, sexual orientation, age, disability, veteran status, or any other protected characteristic.

Together, we strive to create a workplace where every team member feels valued, supported, and inspired to contribute to our shared vision of sustainable growth and vibrant community life. Join us in shaping a healthier and more connected future for Pennsylvania.

Nature of the work

Work environment

This position is based at ClearWater’s headquarters, currently at 2555 N. Atherton St. in State College, PA, soon moving to 111 Mayfly Drive, State College, PA. In addition to office work, the Streamside Project Coordinator will spend time in the field, at community and partner meetings, and at ClearWater-hosted events. Local travel within ClearWater’s service area of Centre and surrounding counties, using a personal vehicle, is required, including carrying tools and occasionally plants. Overnight travel within the state or the region for professional development is not required but may be helpful.

Physical demands

The responsibilities of this position require physical labor associated with planting trees and maintaining plantings, often carrying tools, plants, or seeds while navigating uneven outdoor terrain. The ability to bend, kneel, and stoop, stand and walk for prolonged periods.

Compensation and Benefits

ClearWater Conservancy offers this 40-hour/week position with a salary in the range of $48,000-$55,000/year. This role permits one day of work from home flexibility after an initial training period. ClearWater offers full-time staff the following benefits:

- ClearWater pays 90% of health insurance premiums for participating employees. Dental and Vision plans are offered and can be elected by the employee.
- ClearWater currently recognizes 11 holidays. Staff also have 4 weeks of Paid Time Off.
- All staff are covered by a short-term disability policy.
- A 401(k) plan is offered. Employees receive 3% non-elective contribution and can receive an additional 1% by contributing 4% of their earnings.
- A $25 stipend toward cell phone plans is included for all employees.
- Mileage reimbursement for work-related travel

How to Apply

Please upload the following to indeed.com (Streamside Project Coordinator Job Posting)

- Cover Letter and Resume
- Contact information for three people who know your professional capabilities and a brief description of the context in which you worked with them. If three professional references are not available, please substitute personal references. We will not contact references without contacting you first.