

Cacapon Institute

#10 Rock Ford Road, Great Cacapon, WV 25422

Phone: (304) 258-8013

Email: CI@CacaponInstitute.Org

Web: CacaponInstitute.Org



January 26, 2015

Position Announcement **Watershed BMP Tracker**

Cacapon Institute seeks a full-time Watershed Best Management Practices Tracker responsible for reporting on a wide range of BMP installations in the Potomac Basin of West Virginia. This position will begin in March under a one-year contract and has potential to continue longer into the future. In addition to specific BMP tracking tasks, the successful applicant will demonstrate an eagerness to participate in the full range of CI's non-profit activities including watershed research and conservation education and outreach.

Responsibilities

Watershed BMP Tracker will work to ensure a wide variety of BMP's implementation on Developed Lands are tracked and reported in accordance with WV WIP Phase II Section 7F. WV recognizes that new development will occur. The area of urban land uses will increase in the future and increased loads from new development must be accommodated while maintaining established nutrient caps. WV is encouraging post construction watershed BMP installation in regulated and in non-regulated areas. The BMP Tracker will be involved in all aspects of BMPs on Developed Lands including planning, implementation, and verification in order to ensure the best possible tracking and reporting.

The successful candidate must be willing to learn a broad range of skills in support of the goal to integrate watershed science and education including, but not limited to: field and laboratory data collection, public outreach and education, newsletter publishing, website design, and media and fundraising campaigning.

BMP Tracker will be responsible for reporting on Developed Lands BMP implementation measures including, but not limited to, tracking and reporting on the following:

- School ground implementation of stormwater control ponds and rain gardens
- WV Conservation Agency Tree Sales
- Main street tree plantings and green infrastructure initiatives
- Institutional stormwater management projects
- Watershed stewardship and conservation projects implemented by private citizens and businesses

The WV Chesapeake Bay Program is increasing the ability of local communities, watershed associations, and citizens to identify and report violations and resolve stormwater related problems. The BMP Tracker will work to develop capacity among municipal agencies and citizens to better assess and report Chesapeake Bay relevant activities. Municipal agencies, including school systems and parks departments, will benefit from formal prioritized inventories of retrofit opportunities, to enable them to better participate in the WV Chesapeake Bay Program. Homeowners will be actively recruited in a verifiable way to reduce mowed areas and convert Turf to Trees and to install stormwater runoff pollution mitigation BMPs such as rain gardens, bio swales, and rain barrels.

Requirements

- Bachelor's degree, preferably in an environmental science or management field;
- Be personable, possess good "people skills" and a desire to meet and work with people from diverse backgrounds;
- Have an interest in travel, including long hours driving and overnight trips, and the ability to work irregular hours including weekends and evening;
- Be a self-starter with an instinct for taking the initiative and organizing an independent work plan pursuing new avenues of investigation with an aptitude for planning and problem solving;
- Possess exceptional organizational and communication skills including: managing succinct written and verbal correspondence;
- Demonstrate working knowledge of commonly used MS Office products such as Word, Excel, Power Point, and Access;
- Have the ability to learn common, project specific software such as ArcGIS, ArcINFO, Garmin cf Que, Adobe Photoshop, and Dream Weaver;
- Have reliable transportation, a valid license and good driving record, and be able to pass a background check (required by some school systems); and be,
- Capable of strenuous outdoor activity, occasionally in inclement weather; be able to routinely lift and carry 50 pounds for 50 paces; be able to walk three or more miles; and, stand for two hours or longer.

COMPENSATION: \$30,000 annual salary with federal holidays and two weeks' vacation (following a three (3) month probationary period). Mileage and travel costs, including limited per diem, will be covered.

DEADLINE: USPS postmark, or emailed to our office, no later than Monday, February 23, 2014.

TO APPLY: Please send resume with cover letter and contact information for three references via USPS or email. Cover letter should relate your experiences, abilities, and career objectives to Cacapon Institute's needs and programs. Generic or non-specific letters will not be accepted.

No phone calls please.

Send application or written inquires to CI@CacaponInstitute.Org

Cacapon Institute is an equal opportunity employer.

*From the Cacapon to the Potomac to the Chesapeake Bay,
we use science and education to protect rivers and watersheds.*