



Employment Opportunity: Ventura River Watershed Coordinator

The Ventura River Watershed Coordinator position is a part-time, non-exempt, at will position that will work on average 24 hours per week of which 12 hours will be for Ventura River Watershed Coordination and 12 hours will be for water conservation activities for Casitas Municipal Water District. The work priorities for the position will be divided between the Ventura River Watershed Council and its watershed management planning goals, and Casitas' Water Conservation Department's water conservation goals. The position will work closely with the Ventura River Watershed Council, its Leadership Committee, and its Leadership Executive Committee regarding feedback on work priorities related to the 12 hours per week for watershed coordination.

Position Summary:

The Ventura River Watershed Coordinator will be responsible for the coordination of local watershed management planning and project implementation to achieve the goals, for watershed planning, coordination, and implementation from local stakeholders in the watershed. This will include grant writing and fundraising efforts, scheduling, planning and facilitation of meetings. The position is responsible for maintaining the website and developing newsletters and will coordinate with the Integrated Regional Water Management planning process and the Watersheds Coalition of Ventura County and will represent the Ventura River Watershed stakeholders at various meetings. The Watershed Coordinator will also assist with Casitas' implementation of conservation programs such as turf removal, water waste enforcement, conservation audits, rebate programs, data analysis and outreach activities.

Desired Qualifications:

- Ability to effectively coordinate and manage complex multi-organizational projects
- Training and/or experience in organizational development, communications, consensus building, facilitation, and leadership skills
- Excellent writing, presentation, and public relations skills
- Working knowledge of watershed issues, and watershed management
- Ability to work independently, establish work priorities, and manage time effectively
- Proficiency in MS Word, Excel, and ability to learn new computer applications and maintain a website
- Valid driver's license and reliable personal transportation

- Bachelors degree in environmental science, water resources, planning, or a related natural resource management field or four years of relevant work experience that includes water resources, watershed management, or community organizing

Application Period: Open until filled

Salary Range: \$40.06 per hour

To Apply:

Send resume and cover letter to:
Rebekah Vieira
Assistant to GM/Clerk of the Board
Casitas Municipal Water District
rvieira@casitaswater.com

Visit www.Casitaswater.org for a detailed job description