



## Job Description

**Title:** Water Resources Specialist

**Supervisor:** Executive Director - with technical programmatic oversight by the Water Resources Monitoring Committee

**Employment:** Regular Full-Time, Exempt with a 6-month probationary period

**Salary Range:** TBD, pending experience

### Overview

ClearWater Conservancy is the foremost land trust and conservation organization nestled in the heart of central Pennsylvania. Since 1980, ClearWater has worked to improve and protect the natural resources of central Pennsylvania for all through land conservation, water resource protection, and environmental outreach to the community. Learn more about our work at [www.clearwaterconservancy.org](http://www.clearwaterconservancy.org).

ClearWater strives to create a fun, inspiring, and family-friendly work environment with flexible work hours and a team-oriented structure.

### Responsibilities

The Water Resources Specialist is primarily responsible for the management of the Spring Creek Watershed's Water Resources Monitoring Project. The position requires year-round collection and management of water quality and quantity data (including baseflow and groundwater), maintenance and analysis of rating curves for 13 stream flow stations, writing annual project reports and grants, coordination of fundraising, website management, and interaction with staff, volunteers, and a variety of public and private conservation professionals on a regular basis. The Water Resources Monitoring Project is overseen by the Water Resources Monitoring Committee, a group of environmental professionals and stakeholders who provide technical input, maintain funding, and steer the overall mission of the Water Resources Monitoring Project. The Water Resources Specialist will work closely with the Water Resources Monitoring Project and the chair of the Water Resource Monitoring Committee.

Additionally, the Water Resources Specialist is responsible for managing outreach and education programs between the MS4 Partnership for the Spring Creek Watershed and ClearWater Conservancy including Watershed Cleanup Day. The position also facilitates interaction between the Water Resources Monitoring Project, the Spring Creek Watershed Association, the Spring Creek Watershed Commission, the Centre County Pennsylvania Senior Environment Corps, and other education and outreach initiatives.

The Water Resources Specialist may be responsible for assisting and implementing conservation strategies with ClearWater Conservancy's conservation team and includes some grant writing, grant administration and attendance at organization-wide programs and events.



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**Working Conditions/Physical Conditions**

The Water Resources Specialist will be required to perform a wide array of physically demanding tasks, such as hiking on uneven ground for long periods of time and conducting field and stream sampling in inclement weather. The position involves occasional evening meetings and occasional weekend commitments. Time will be divided between field and office. Must be able to lift and carry 30 lbs.

**Professional Qualifications**

Minimum of Bachelor of Science degree in a water resources related field of study is required. A strong background in collection of water quality and quantity data, technical writing skills, website and database management is required. Background in basic statistical methods in water resources is a plus. A commitment to serving the greater public interest through conservation is a must. Excellent interpersonal and communication skills including written, verbal, public speaking, and social media are helpful.

Energetic, flexible, collaborative, and proactive; must be a team player. Ability to multi-task, manage time, prioritize initiatives, and provide strategic decision making in a team setting. Must be able to work in a small office setting under pressure with good humor and grace. Prior experience with data collection and managing outreach programs for a small, growing organization is a plus. Candidate must have a valid PA driver's license, clean driving record, and a reliable personal vehicle for transportation to and from work, meetings and events.

**Application Instructions:** Email cover letter, resume and salary requirements in one PDF document with your full name in the file name to Deb Nardone at [deb@clearwaterconservancy.org](mailto:deb@clearwaterconservancy.org) by January 23<sup>rd</sup>.

**Equal Employment Opportunity**

ClearWater Conservancy provides an equal employment opportunity to all individuals regardless of age, sex, color, race, creed, national origin, religious persuasion, marital status, sexual orientation, or disability as set forth by applicable state and federal laws. In addition, laws regarding veteran or military status are observed. This commitment is reflected in all our practices and policies regarding hiring, training, promotions, rates of pay, layoff, and other forms of compensation. All matters relating to employment are based upon ability to perform the job, as well as dependability and reliability once hired.