



WATER RESOURCE EDUCATION SENIOR TECHNICIAN

POSITION ANNOUNCEMENT

LOCATION: Oakdale, MN. Some regional travel required.

CLASSIFICATION: Technician 2 **STATUS:** Full-time regular position **STARTING SALARY RANGE:** \$59,000 - \$65,000/yr

HOURS/DAYS: 40 hrs/week, including some evenings and weekends

BENEFITS: Full benefits package

Washington Conservation District (WCD) is seeking a highly motivated and engaging individual to conduct water education in Washington County and the Lower St. Croix Watershed on behalf of the East Metro Water Resource Education Program (EMWREP - www.mnwcd.org/emwrep) and Lower St. Croix Watershed Partnership (LSC - www.lsc1w1p.org).

The ideal candidate is an effective communicator with an interest and experience in building partnerships and engaging volunteers. The Education Senior Technician will be responsible for planning workshops and volunteer events, as well as delivering creative and effective educational messages via email, social media, and websites. As such, applicants should be comfortable managing multiple short and long-term projects simultaneously and able to stay on schedule and meet deadlines. This position will support the existing EMWREP and LSC programs and will work as a team with two additional education staff members. **The WCD seeks to broaden its workforce and encourages applicants of all backgrounds who are interested in this position to apply.**

DUTIES AND RESPONSIBILITIES INCLUDE:

- Building and maintaining partnerships with non-profit organizations, lake associations, and community groups.
- Engaging and supporting volunteers including Water Stewards, Adopt-a-Raingarden volunteers, Master Gardeners, and youth groups in completing projects that help to educate the public, as well as protect and restore water resources. Example activities could include:
 - Engaging a high school youth group to stencil storm drains and promote the Adopt-a-Drain program;
 - Helping a Water Steward to build a gravel bed tree nursery and coordinate an annual tree distribution event;
 - Recruiting volunteers for a raingarden planting event and providing on-site instruction and support during the event; or
 - Planning a volunteer training or appreciation event.
- Planning professional trainings for business and local government. This includes:
 - Working with EMWREP and LSC partners to identify priority audiences and training needs
 - Making use of existing training programs and partnerships, such as Stormwater U, SMART Salting, and Blue Thumb – Planting for Clean Water
 - Scheduling and promoting workshops, recruiting instructors, and managing workshop logistics such as facility rental, food, and registration
- Delivering creative and effective educational messages via email, social media, and websites. Example activities include:
 - Creating and delivering monthly e-newsletters to lake associations and volunteers
 - Ensuring that content developed by the education team (blog posts, videos, graphics) is consistently shared on WCD, LSC, and EMWREP partner websites and through social media channels.
- Attending community events and giving presentations, as needed, on a variety of water-related topics.

MINIMUM QUALIFICATIONS: Bachelor's degree in environmental studies, natural resources, environmental education, environmental communications, or similar. Two to three years of environmental education experience. Self-motivated, able to show a commitment to high quality work, attention to detail, and time management to complete projects on schedule. Willingness to work with diverse audiences and adapt outreach messages and strategies accordingly. Effective communication and public speaking skills. Experience using standard computer software and familiar with social media platforms. Must have valid driver's license and good driving record.

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

PREFERRED QUALIFICATIONS: Beneficial skills and experience include volunteer management, event planning, writing, graphic design, and website design/maintenance. Basic knowledge about native plants, gardening, watersheds, and conservation is also preferred.

WORK ENVIRONMENT: This position is 60-70% indoor work, with frequent off-site meetings and events within Washington and Chisago, as well as portions of Anoka, Isanti, Pine and Ramsey Counties. A typical workweek includes a mix of computer work (writing, graphic design, web update, etc.), in-person and online meetings, and off-site workshops, events and activities. Outdoor events are most common during the spring, summer and fall. Office equipment used includes phone, computer, printer/copier, and LCD projector. The educator should also be prepared to gather, transport, and load/unload displays and education materials on a regular basis.

APPLICATION AND SELECTION PROCESS: Submit a cover letter, resume, and three references via email to jriggs@mnwcd.org by February 16, 2024. Finalists for the interview process will be determined after initial screening and assessment of qualifications and experience. Applicant(s) selected for interviews will be contacted directly by the WCD.

CONDITIONS OF ANNOUNCEMENT: Washington Conservation District reserves the right to change the content of this announcement without notification and may at any time withdraw the announcement.