



## **Restoration Coordinator Position Announcement**

### **Job Description**

The **Restoration Coordinator** is a full-time position that supports planning and implementation of habitat restoration projects in the Morro Bay watershed. This position will help coordinate with diverse partners, collect and manage environmental data, create maps, track project metrics, and communicate findings to the general public and partner organizations. This position will report to the Restoration Program Manager.

### **The Organization**

The Morro Bay National Estuary Program brings citizens, local governments, nonprofits, government agencies, and landowners together to protect and restore Morro Bay. The Estuary Program is a non-regulatory, not-for-profit organization that conducts monitoring and research, restores natural habitats, and educates residents and visitors on how to keep Morro Bay clean and healthy. The Morro Bay National Estuary Program is one of 28 national estuary programs around the country that are working to safeguard and improve the health of some of our nation's most important coastal waters. The Estuary Program achieves results by closely collaborating with many partners to accomplish our shared goals of protecting and restoring the estuary and the watershed. For more information about the program, visit [MBNEP.org](http://MBNEP.org).

### **Essential Duties & Responsibilities**

These are the anticipated duties and responsibilities, which may shift due to program priorities.

#### **Restoration Planning & Coordination (35%)**

- Assist Restoration Program Manager to implement water quality and habitat improvement projects including floodplain restoration, stream and fish passage, stormwater management, water conservation, erosion control, invasive plant removal, etc.
- Assist with managing grants for restoration and planning projects, including tracking invoices and reporting.
- Coordinate with diverse partners and represent the Estuary Program at meetings pertaining to watershed restoration and habitat protection.

#### **Field Monitoring & Implementation (30%)**

- Support field implementation of restoration projects including removal of invasive plant species, installation of native vegetation, and photomonitoring, among other projects.
- Provide volunteer training and coordination for restoration projects.



- In conjunction with other Estuary Program staff and consultants, complete monitoring of eelgrass, oysters, macroalgae, tidal marsh sediment dynamics, fisheries, plant survival, hydrology, and other field monitoring related projects as they arise.

#### Mapping (20%)

- Utilize Geographic Information System (GIS) technology to map and track restoration efforts.
- Support development of Story Maps.
- Support projects such as development of a watershed-wide habitat map and stormwater improvement projects.

#### Environmental Writing (15%)

- Gather information and write content for grant applications with support from the Restoration Program Manager.
- Work within a team to complete Estuary Program-wide reports (e.g., Conservation Planning Initiative, Equity Initiative, Sea Level Rise Planning) and blog posts for partners, funders, and the general public.
- Work with Estuary Program staff to track and report metrics.

#### Minimum Qualifications

- BA/BS and relevant work experience in watershed science, watershed management, natural resources management, environmental science, biology, or related field
- Understanding of basic ecological principles and aquatic ecology
- Experience with technical writing (writing sample required)
- Fluency with data management using Excel
- Fluency with GIS software to create maps, edit layers, and conduct basic analysis
- Strong organizational skills, detailed-oriented, and ability to manage numerous projects and deadlines
- Ability to hike, swim, and work outside in rough terrain. Comfort on water in kayaks, paddle boards, or other small watercraft.

#### Preferred Qualifications

- 1-3 years of experience in watershed conservation or related field, with demonstrated success
- Experience preparing proposals and writing grants
- Experience with habitat restoration techniques and design
- Experience with freshwater and marine related field work
- Experience coordinating teams, including volunteers
- Experience working in the environmental conservation field and with small nonprofit organizations



### **Pay, Benefits, & Work Environment**

This is a non-exempt, full-time position with a pay rate of **\$21-24/hour**, depending on experience. We anticipate a start date of November 2022. The position is supported by a four-year grant, with the possibility to extend. Benefit package includes sick leave, paid vacation, and holidays. Group health insurance, optional Flexible Spending Accounts, and simple IRA retirement savings plan with employer match provided. Casual office environment with options for flexible schedules. Position will have field, office, and work-from-home components. Occasional evening and weekend work within the county. Required safety protocols for all staff follow current COVID-related public health guidance. The Estuary Program has a test-or-vaccinate policy. Estuary Program staff are employees of The Bay Foundation of Morro Bay, a nonprofit corporation that provides the administrative framework for the Estuary Program.

### **How to Apply**

Submit a resume, cover letter, and writing sample to the Morro Bay National Estuary Program. Email submissions preferred. Please send to [staff@mbnep.org](mailto:staff@mbnep.org), subject line – *Restoration Coordinator Application*. This position is open until filled with applications being reviewed as early as **Monday, October 3, 2022**. Proof of valid driver's license, insurance, clean driving record, and reliable transportation are required for employment and must be confirmed before a final offer is made. The Bay Foundation is an equal opportunity employer and is committed to building a team that represents a variety of backgrounds, perspectives, and skills.