



# Alpine Watershed Group

*Protecting the Headwaters of the California Alps*

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## **Job Announcement: Forest Health Coordinator**

Alpine Watershed Group (AWG) seeks a Forest Health Coordinator to help manage and implement AWG's restoration, monitoring, and community outreach programs related to forest health and resilience and post-fire restoration. The Forest Health Coordinator works out of the AWG office in Woodfords, California.

### **Organization Description**

AWG's mission is to protect, conserve, and restore the watersheds of Alpine County by promoting sustainable community and science-based collaborative solutions. AWG provides leadership and facilitates collaboration among diverse stakeholders from throughout the watersheds to identify and implement monitoring, assessment, planning, and restoration projects. AWG engages volunteers as stewards through water monitoring and watershed restoration activities. Since the Tamarack Fire in 2021, AWG's collaboration, monitoring, and restoration has expanded to include post-fire recovery as well as helping to expand Alpine County's capacity to improve forest health and resilience. Alpine County provides an ideal rural setting for watershed stewardship and preservation, located at the headwaters of five major rivers of California and Nevada. In close proximity to Lake Tahoe and the Carson Valley, the region offers a beautiful place to work and live.

### **Position Description**

The Forest Health Coordinator helps to manage and implement AWG's post-fire monitoring and restoration programs, including coordination of volunteers, collaboration with partner agencies, and planning forest health specific watershed activities. Short and long-term focus will be on forest health and resilience as well as community engagement. The Forest Health Coordinator may also assist with fundraising. In our small office environment, the Forest Health Coordinator will work closely with the Headwaters Coordinator to ensure all work can be completed and reports to the Executive Director.

### **Responsibilities**

#### Forest Health and Resilience Planning

- Coordinate the involvement of community members and local/regional natural resource partners in forest health and resilience planning, post-fire and wildfire mitigation monitoring, post-fire restoration, project prioritization, and project implementation
- Assist with development of watershed plans based on existing resources and community input
- Assist with contracting and coordination with consultant to assess post-fire restoration activities completed
- Participate in partner meetings relating to forest health and resilience planning, post-fire recovery, monitoring, and restoration
- Represent AWG at regional and statewide watershed functions
- Help coordinate California Climate Corps Action Fellow (AmeriCorps Member) in program planning and project development (if awarded)

#### Post-fire Restoration

- Coordinate with agency partners and plan for the logistical needs of restoration projects in burned areas
- Assist with planning and implementation of volunteer workdays, including invasive plant removal, tree planting, and tree maintenance

#### Watershed Monitoring

- Help to implement AWG's annual monitoring plan
- Lead post-fire related monitoring, assist with water quality sampling, and help maintain equipment and lab supplies
- Help input, analyze, and report on collected data, including vegetation, water quality monitoring, and photo monitoring data
- Help implement quality assurance/control of monitoring data and maintenance of data organization/sharing

### Volunteer Program

- Help recruit, train, and coordinate volunteers for involvement in post-fire monitoring and restoration work
- Assist with the planning and coordination of volunteer water quality sampling events

### Outreach & Marketing

- Assist with planning and leading education activities and outreach events related to forest health and resilience, including bimonthly watershed group meetings
- Develop publicity materials as needed, including contributions to monthly newsletter and event flyers
- Assist with the maintenance of web outreach tools (e.g., website, social media, videos, StoryMaps)

### Fundraising & Administration

- Assist with grant and proposal writing for projects within scope of responsibility
- Assist with various other fundraising activities such as donation requests and sponsorships
- Maintain active program records and develop grant reports
- Assist with meeting planning, document development, and office maintenance

### **Qualifications**

- BS or BA in environmental science, natural resource management, fire ecology, or a related field preferred
- Coursework and field experience in botany or biology; ability to use keys for plant identification
- Experience with watershed restoration, vegetation monitoring, and data analysis
- Experience with fire recovery methods, fuels management, and forest health and resilience
- Demonstrated ability to facilitate meetings and manage groups
- Demonstrated ability to train, involve, and support volunteers
- Ability to both work independently and to work collaboratively as a team member
- Ability to manage multiple projects
- Proficient computer skills — word processing, database, and research; GIS desired
- Strong verbal and written communication skills

### **Requirements**

- Valid driver's license and reliable transportation, including in the winter snow season
- Ability to conduct physically demanding field work at remote locations, lift 20-30 pounds, and sit at a desk for extended periods of time when necessary
- Adherence to AWG's COVID-19 Prevention Program

### **Compensation, Benefits, and Schedule**

This position is full-time through November 2023; continuation after this date is desired but is dependent on funding. The candidate must be able to work occasional weeknights and weekends. The rate of pay is \$23-\$25/hour, depending on experience. Benefits include \$200/month toward health insurance premium, sick leave, vacation time, and 11 holidays.

### **Application**

Email resume and cover letter to Executive Director Kimra McAfee at [awg.kimra@gmail.com](mailto:awg.kimra@gmail.com) by April 15. Application process may remain open until position has been filled.