



DAYTON VALLEY CONSERVATION DISTRICT
PO BOX 3543 – Carson City, Nevada 89702- Phone: 775.883.3525 or 775.720.1897

Position Description: The incumbent directs all watershed restoration projects on the Lyon County section of the Carson River and manages the Dayton Valley Conservation District programs. The district office is located in Carson City, Nevada.

Requirements: Must have a Bachelor of Science Degree and/or equivalent work experience in Natural Resources Management, Agriculture, Hydrology, Conservation, or related field. Must be highly motivated self-starter and have the ability to work without daily direction. Knowledge of bioengineering for river restoration projects, ability to understand construction design plans, manage construction projects, and ability to obtain a weed control applicator's certificate are a plus, but not required. Must have experience in grant writing, managing multiple grants, computer, and communication skills. The job applicant must be willing to work a flexible schedule related to district and community project requirements. Valid driver's license and the ability to lift 50 lbs. required.

Position Duties: Applicant will be required to do the following:

- Coordinate and oversee river restoration project designs, permitting, contracting, funding, water quality monitoring, and vegetation monitoring on an annual basis.
- Coordinate all weed control projects for the West Central Lyon County Cooperative Weed Management Area, sponsored by the Dayton Valley Conservation District. Weed control project work will include managing funding, contracting, and local treatment programs, including spray projects.
- Coordinate annual Carson River Workdays and other educational programs.
- Write and manage grants to County, State, Federal, and private grantors.
- Coordinate district monthly meetings, prepare minutes, agendas and financial reports. Develop district's annual work plan and budget. Supervise seasonal employees. Attend and represent the district at public meetings. Attend professional association meetings.

Salary: \$35,000 to \$48,000 (DOE)

Benefits: Health Insurance Program

ANNOUNCEMENT CLOSURES: DECEMBER 15, 2007

**Preference will be given to applicants submitting applications before December 1, 2007 **

Please submit resume and cover letter to:

**Board of Supervisors
Dayton Valley Conservation District
P.O. Box 3543, Carson City, Nevada 89702
Phone: (775) 883-3525 or (775) 720-1897**