



Job Announcement

Maine Headwaters Project Coordinator

Atlantic Salmon Federation

14 Maine Street, Suite 202

Brunswick, ME 04011

June 26, 2019

Position: River Restoration Coordinator

The Atlantic Salmon Federation is seeking a **Project Coordinator** to manage fish passage projects within ASF's Maine Headwaters Project. This is a three-year, full-time position, with potential for renewal. It will be based at ASF's offices in Brunswick, Maine.

Summary

The Maine Headwaters Project Coordinator will be responsible for advancing and implementing fish passage projects in the Kennebec, Sheepscot, and Penobscot watersheds. The primary focus area will be in the upper Kennebec where ASF has a contract to replace two road crossings and remove one dam in the Town of Farmington. A secondary but important focus will be a fishway construction and several road crossing replacements in the Penobscot drainage, as well as a fishway in the Sheepscot River. S/he will also assist the ASF U.S. Executive Director as needed to develop new projects identified as high priorities for fish passage and instream habitat improvements by working with a diverse set of private and public stakeholders.

Responsibilities and Scope

- Work with local, state, and federal permitting authorities to secure and comply with all required project permits.
- Work with engineers, contractors, regulators, and NGO partners.
- Be a visible and respected presence in the local communities where projects are located.
- Provide construction oversight during field season.
- Financial responsibilities will include managing a budget to complete projects, negotiating and contracting with vendors, and assisting with budget development.
- Manage multiple projects simultaneously, adhering to agreed upon schedules and timelines.
- Gain cooperation from outside parties to accomplish program goals.
- Under minimal supervision, makes independent decisions based on analysis, experience and judgment.



- Be a regular presence at stakeholder meetings that can occur days, nights, and weekends. May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.
- Be an integral part of the ASF team participating in meetings and interfacing with other departments in the U.S. and Canada as requested.

Minimum Qualifications

- BA/BS degree and 5 years of experience in civil engineering and/or natural resource management or equivalent combination of education and experience.
- Experience in the management and details of constructed habitat restoration projects.
- Experience and/or course work in engineering, project management, and restoration of freshwater ecosystems.
- Experience communicating effectively with a diversity of partners in government, non-profit, and business organizations, and with the general public.
- Experience coordinating multiple projects with several variables, setting realistic deadlines, managing timeframes, and completing tasks.
- Experience using common software applications such as Microsoft Word, Excel, and PowerPoint.

Preferred Knowledge, Skills, and Experience

- Graduate, professional degree, or undergraduate degrees with demonstrated skills and experience.
- Experience in working with engineers and construction firms.
- Specialization in habitat restoration and knowledge of freshwater ecology and/or fisheries conservation. Experience with GIS software applications a plus.
- The ability to be innovative, flexible, empathetic and a strong desire to do what it takes to get the job done.
- Excellent communication skills via written, spoken and graphical means and ability to explain complex technical and scientific information to diverse audiences.
- Experience with State of Maine, U.S. Army Corps of Engineers, and the Endangered Species Act permitting process a plus.
- Experience designing, negotiating and managing contractual agreements.
- Experience with grant writing and reporting.

Start date October 1, 2019. To apply, submit a resume and cover letter to Cindy Patterson at cindy@asf.comcastbiz.net. Deadline for applications is July 26, 2019.

The Atlantic Salmon Federation is an Equal Opportunity Employer and offers insurance and retirement benefits.