

Position Title: Agriculture Lead

Reports to: Programs Director

Status: Full-Time



Job Summary

The Agriculture Lead oversees the coordination and implementation of programs and projects that improve agricultural land conservation, range management, and overall water resource management. This role requires expertise in range management, natural resource restoration, water resource management, water rights, and drought mitigation. The Agriculture Lead serves as the subject matter expert in agricultural land restoration, water availability, and supporting landowners to implement agricultural best management practices.

Core Functions

The following are the core responsibilities of the position. Percentage allocations of time may vary depending on seasonal projects and evolving priorities:

Specialty—40%

- Manage, implement, and monitor the agriculture program in accordance with district goals and priorities.
- Identify emerging trends and opportunities to improve agricultural land management and reduce drought and related impacts for individual properties, communities, and landscapes.
- Serve as subject matter expert, providing guidance on agriculture challenges.
- Lead and conduct systematic inventories to assess land and water conditions and needs.
- Develop, implement, and evaluate agriculture best management projects, such as grazing plans, irrigation system improvement, and water right acquisition.
- Coordinate and provide technical assistance and guidance to landowners, stakeholders, and partners on agriculture conservation projects and drought mitigation opportunities.
- Implement the Okanogan County Drought Preparedness Plan and support collaborative efforts for drought mitigation.

Communication—25%

- Act as a primary liaison between the district, external partners, landowners, and other stakeholders.
- Represent the district at public events, meetings, and workshops, communicating irrigation efficiency project, water bank operations, and water resource restoration goals and achievements.
- Provide customer service through in-person, phone, and email interactions to direct inquiries to appropriate resources.
- Prepare and deliver presentations, reports, and updates to stakeholders and leadership
- Manage water resource management content development for the district's newsletter, social media platforms, website, and other communication channels.

Management—30%

- Develop project plans, delegate tasks, and oversee team workflows to ensure timely completion of deliverables.
- Develop and manage multiple program budgets, ensuring compliance with grant funding requirements and district policies
- Identify, write, and manage grants to secure funding for program initiatives.
- Maintain accurate records for timekeeping, authorized expenses, and project documentation.
- Supervise assigned staff providing support, guidance, and development opportunities.
- Prepare and deliver reports to granting agencies, board members, and other stakeholders.
- Collaborate with partner agencies, committees, and stakeholders to develop and implement program priorities and ensure effective program delivery.
- Collaborate with and support district leadership in developing policies and goals that support water resource management efforts.
- Support cross-departmental initiatives and new program development as needed.
- Contribute to training and professional development opportunities as appropriate

Other Duties as Assigned—5%

- Other duties as assigned by the Programs Director.
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Supervision

This position reports to the Programs Director and works under minimal supervision. Leads are expected to operate independently, providing guidance to team members, monitoring program progress, and ensuring alignment with organizational objectives.

The Agriculture Lead directly supervises the Water Resources Planner and the Agriculture and Range Planners, mentoring and supporting their development while delegating tasks effectively.

Working Conditions

This position requires:

- The ability to travel locally and, occasionally, overnight for project-related needs or training.
 - Primarily working on-site at the office and various project locations, with occasional flexibility for remote work as approved.
 - Physical ability to perform tasks of the job in the field by traversing uneven ground in varied weather conditions and occasionally carrying up to 50 pounds of equipment and/or materials.
 - Flexibility in work hours, including evenings and weekends, to accommodate organizational needs.
 - Have or obtain and maintain a valid Washington State Driver's License and able to safely operate a motor vehicle.
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Behavioral and Cultural Competencies

We are seeking individuals who demonstrate:

- A collaborative approach to working with colleagues, partners, and community members by sharing information, seeking input, and fostering team cohesion.
- Respect for others by modeling constructive dialogue, encouraging diverse perspectives, and fostering an inclusive environment.
- Adaptability to shifting priorities and needs, including the ability to pivot tasks, workflows, and project strategies in response to challenges.

- Ownership of responsibilities by independently managing tasks, meeting deadlines, and being accountable for outcomes while supporting others in doing the same.
 - A proactive approach to problem-solving by identifying opportunities for improvement, implementing solutions, and addressing challenges.
 - A commitment to prioritizing safety, following established protocols, and maintaining a healthful work environment for oneself and others.
 - A willingness to mentor and learn while engaging in feedback and professional development to contribute to the team's and organization's success.
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Basic Qualifications

- Bachelor's degree in Water Resource Management, Range Management, Hydrology, Soil Science, Natural Resources, or a related discipline with at least 2 years of experience managing y programs. Combinations of applicable education and experience may be substituted for education on a year for year basis.
 - Knowledge of agricultural practices and range health principles, irrigation scheduling, soil-water conservation principles, Washington State water law, and best practices for land and water resource management.
 - Experience facilitating multi-stakeholder group meetings and collaborative problem-solving processes.
 - Ability to assess rangeland, irrigation, and water availability conditions, including soil tests, irrigation application, seeding, and crop health.
 - Proven leadership experience, including supervising and mentoring team members.
 - Strong program and project management skills, including the ability to coordinate multiple projects and budgets.
 - Effective verbal and written communication skills for engaging with community members, agency partners, and colleagues.
 - Proficiency with GIS tools, such as ArcGIS, to develop maps and conservation plans.
 - Proficiency in Microsoft Office Suite, cloud-based collaboration and project management tools, and database systems.
 - Valid Level 3 (or higher) Conservation Planning certification from the USDA NRCS (or ability to obtain via district arranged training).
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Ideal Qualifications

- Master's degree in Water Resources Management, Range Management, Hydrology, Environmental Sciences, Natural Resource Management, Soil Science, or a related discipline.
 - Advanced knowledge of natural resource management and conservation strategies.
 - Understanding of Okanogan County's ecosystems and agricultural and land use practices.
 - Advanced experience in GIS mapping and GPS data collection for conservation planning.
 - Proficiency in grant writing, budgeting, and project management.
 - Bilingual proficiency in English and Spanish.
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Promotional Opportunities

The next level of advancement from this position is the Director level, which requires an application for consideration. While Director roles are limited and may not frequently become available, Leads can continue to grow within the organization by taking on increased responsibilities, developing expertise, and leading high-impact projects to strengthen their qualifications for future opportunities.

Compensation and Benefits

The annual salary for this FLSA-Exempt position starts at \$80,820 (Range 66, Step A), depending on education and/or experience. This position is eligible for a comprehensive benefits package, including:

- Holiday, Vacation, Sick, and Exchange leave
- Medical Insurance
- Dental Insurance
- Vision Insurance
- Retirement benefits
- Life Insurance
- Long-term disability

Details regarding compensation and benefits are outlined in the appointment letter and are subject to district policies. Terms may be amended at any time by the Board of Supervisors.