



Columbia Basin
CONSERVATION DISTRICT

RESTORATION PROGRAM MANAGER

APPLICATION PERIOD

Applications open June 16, 2026.
The position will remain open until filled.

LOCATION

Moses Lake, Washington

JOB TYPE

Full-time (40 hours per week), non-exempt, hourly position. This position is supported by and contingent on available grant funding.

COMPENSATION

Pay Range: \$31/hour - \$38/hour, depending on qualifications and experience.

BENEFITS

CBCD offers a comprehensive benefits package that includes medical, dental & vision insurance, paid holidays, vacation leave, and sick leave.

SUPERVISOR

Director of Environmental Monitoring & Restoration

JOB DESCRIPTION

The **Columbia Basin Conservation District** (CBCD) is seeking a motivated and experienced Restoration Program Manager to develop, lead and expand restoration efforts throughout CBCD's service area. This position provides program and project management leadership for habitat restoration, ecological monitoring, and on-farm individual stewardship planning. The Restoration Program Manager will oversee projects from concept through completion, including project development, grant acquisition and administration, contract procurement and management, implementation, monitoring, reporting, and adaptive management. The Restoration Program Manager will work closely with CBCD staff, landowners, producers, agencies, tribes, and other conservation partners to ensure successful implementation of on-the-ground conservation activities.

MAJOR DUTIES

- Lead the development, implementation, and management of shrub-steppe habitat, riparian, and working lands restoration projects on both small-scale and large-parcel properties.
- Develop, implement, and oversee ecological monitoring programs, evaluate project effectiveness, and apply adaptive management principles to improve restoration outcomes.
- Develop and deliver individual stewardship plans for agricultural producers and private landowners to support conservation goals and sustainable land management practices.
- Conduct and support field activities including habitat assessments, native plant installation, vegetation monitoring, invasive weed management, restoration maintenance, and long-term stewardship activities.
- Develop and manage project budgets, grants, contracts, work plans, and reporting requirements to ensure successful project delivery and compliance.
- Lead procurement and contract administration processes in accordance with local, state, and federal laws, regulations, and funding requirements, including developing scopes of work, requests for proposals, contractor selection processes, and oversight of contractor performance.
- Represent CBCD at meetings, workshops, field tours, conferences, and community events.

MAJOR DUTIES CONTINUED

- Manage and supervise contractors, consultants, seasonal employees, interns, and project partners to ensure safe, efficient, and high-quality project implementation.
- Build and maintain strong working relationships with agricultural producers, irrigation districts, private landowners, tribes, local governments, state and federal agencies, and other conservation partners.
- Provide technical assistance, education, outreach, and conservation planning support to landowners, partners, and the general public.
- Perform other duties as assigned in support of CBCD operations, strategic priorities, and program delivery.

QUALIFICATIONS

- Bachelor's or Master's degree in natural resources, environmental science, ecology, watershed management, geography, or a related field.
- Five or more years of experience in habitat restoration, conservation, natural resource management, or related work.
- Certified Conservation Planner desired.
- Experience with shrub-steppe habitat restoration, riparian restoration, and ecological monitoring.
- Experience working with agricultural producers, irrigated agriculture operations, and private landowners strongly desired.
- Working knowledge of local, state, and federal conservation programs administered by the Natural Resources Conservation Service (NRCS) and other agencies.
- Demonstrated experience with public procurement, contract administration, and contractor oversight.
- Strong GIS skills, including ArcGIS Pro and spatial data management.
- Strong computer skills, including Google products, database management, and technical reporting.
- Excellent project management, communication, grant writing, and organizational skills.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS

This position combines office and field work. Field duties may include walking on uneven terrain, conducting vegetation monitoring, weed management, planting activities, and project inspections in varying weather conditions throughout the District. The Restoration Project Manager must have the ability to:

- Work outdoors in all weather conditions and on rough or uneven terrain.
- Sit or stand for long periods of time in a standard workday.
- Drive a vehicle for long periods when travel is needed.
- Lift, pull, carry, and push up to 40lbs.
- Occasionally bend, twist, squat, climb, kneel/crawl, reach overhead.
- Exercise caution and maintain all safety requirements.
- Work occasionally beyond an 8-hr workday or on the weekend.

CONDITIONS OF EMPLOYMENT

- Subject to satisfactory background investigation and/or fingerprint check.
- Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated to perform the duties of this position. This may require the operation of a motor vehicle in both public and private roads during daylight hours and occasionally after dark.

TO APPLY

Send a cover letter, resume, and three references electronically to ronnie-sawyer@columbiabasincd.org.

If you have questions about applying or need accommodations during the application process, please contact Ron Sawyer, CBCD's Director of Environmental Monitoring & Restoration at ronnie-sawyer@columbiabasincd.org or (509) 765-9618.



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