



Chippewa Luce Mackinac Conservation District

2847 Ashmun St. Sault Ste Marie, MI 49783

www.clmcd.org • 906-635-1278



Watersheds Project Technician

2-year full-time position

The Chippewa Luce Mackinac Conservation District is seeking an individual to facilitate watershed protection and conservation project activities under various funding opportunities. The project technician will be responsible for assisting the Watersheds Coordinator on grants and projects that address water quality concerns in local watersheds. The technician will assist the Watersheds Coordinator in site planning using GIS software, site visits in the field, contractor meetings, outreach events and activities, water sampling, tree planting, and any other duties to assist in project implementation or grant procurement. Additionally, the project technician will work with the CLMCD Executive Director/Education and Outreach Coordinator to organize and participate in education and outreach events. The project technician will be directly supervised by the Watersheds Coordinator and work with them on a daily basis. Candidates must be outgoing, attentive to detail, a hard-worker, be able to focus in an office setting, and comfortable talking to the general public about water quality concerns in a friendly manner.

Qualifications

- **Education:** A Bachelor's degree in Natural Resources or Environmental Science or a closely related field. Equivalent combinations of relevant professional experience and education will also be considered.
- **Communication:** Demonstrated exceptional written, verbal, and public speaking skills, with the ability to effectively convey complex natural resource information to diverse audiences, including youth, adults, and community groups.
- **Organizational & Project Management:** Excellent organizational skills with the ability to manage multiple projects simultaneously, prioritize tasks effectively, meet deadlines, and work independently. Experience with project management tools and methodologies is a plus.
- **Passion for Conservation:** A genuine passion for natural resource conservation, land stewardship, and a commitment to protecting and enhancing the environment within the Chippewa, Luce, and Mackinac counties.
- **Technical Proficiency:** Proficiency in standard office software (e.g., Microsoft Office Suite: Word, Excel, PowerPoint) and experience with QGIS software.
- **Self-Motivation & Adaptability:** A proactive, self-motivated individual who is eager to learn, adaptable to changing situations, and capable of taking initiative to explore new opportunities for the program.
- **Travel & Logistics:** Ability to travel regularly within the district for events, meetings, and field activities, possessing a valid clean, State issued driver's license and reliable transportation. Some evening and weekend work will be required. Ability to work in all weather conditions is required.

Responsibilities

- **Water Quality Monitoring:**
 - Assist in routine water sampling from streams, rivers, lakes, and other water bodies.
 - Assist with field analysis using specialized equipment such as a YSI sonde
 - Manage and maintain sampling and monitoring equipment as directed
- **Data Collection and Assessment:**
 - Assist in the collection of biological data that may include aquatic macroinvertebrates, fish, and aquatic vegetation for health assessments.
 - Conduct stream, shoreline, and riparian zone assessments to identify erosion issues and habitat degradation.
 - Use GPS, GIS (Geographic Information Systems), and topographic maps for accurate data collection, mapping, and navigation in the field.
 - Collect soil samples and assess areas vulnerable to soil erosion.
- **Restoration Activities:**
 - Assist in the implementation of watershed restoration projects, which may include agriculture conservation practices, streambank stabilization, native tree and shrub planting, and fish habitat enhancement.
 - Install and maintain various Best Management Practices (BMPs), such as erosion control barriers and stormwater management features.
 - Participate in the removal and management of invasive species and general debris/garbage cleanup.
- **Equipment and Vehicle Operations:**
 - Safely operate and maintain field equipment

- Perform routine semi-skilled maintenance (e.g., minor concrete work, carpentry, vehicle fluid checks) on watershed facilities, properties, and equipment.
- Ensure all equipment is properly calibrated, cleaned, and stored.
- Reporting and Administrative Duties
- **Data Management:**
 - Perform meticulous data entry and quality control checks for all field and lab data.
 - Manage and interpret large datasets related to water quality, hydrology, and other environmental indicators.
- **Documentation:**
 - Prepare detailed technical reports summarizing field observations, monitoring results, and project progress.
 - Assist in developing reports, proposals, and other technical documents, ensuring compliance with environmental regulations
 - Maintain accurate records of program activities, expenditures, and inventory.
- **Community Engagement:**
 - Assist in developing and delivering educational and outreach materials to promote water quality protection and responsible land stewardship.
 - Provide presentations, demonstrations, or workshops to stakeholders, landowners, schools, and the general public.
 - Work with landowners to conduct site inspections and consultations for implementing stewardship and restoration projects.

Working Environment:

The Project Technician's home base will be at the CLMCD Office in Sault Ste Marie, Michigan, but will hold office space at CLMCD rental space in downtown Sault Ste Marie. Work will be multi-faceted with office time and field activities happening away from the office. Some out-of-area travel may be required. The position requires moderate agility and dexterity that can include hiking through rough/rocky terrain, wading in chest high water, kayaking/boating on inland lakes and rivers, and boating on the great lakes. Protective gear and clothing such as hard hat, boots, waders, PPE, hats, life vests, and gloves may be necessary at times. The position may also include use of light duty machinery. Candidates should be able to carry up to 50 pounds.

Salary and Position Details

The Project Technician will be directly supervised by and work closely with the Watersheds Coordinator. This position is a full time, term position funded by multiple grants. The chosen candidate should have the ability to write for and achieve additional funding while leveraging current funds. The technicians starting wage will be \$20.00/hour with future increases dependent on the ability to meet and exceed goals and secure new grant opportunities. The technician will be required to work 40 hours/week and compensated on a bi-weekly basis. Regular hours of duty are between 8:00am to 4:30pm, but includes night and weekend hours when necessary. Benefits include paid time off (PTO), paid holidays, \$2,080 towards retirement, tiered quarterly health stipend, dental insurance, and vision insurance.

About the Area:

Sault Ste Marie is a unique waterfront community with many historical attributes and diversity of people. Sault Ste Marie is very much a small town with quaint local businesses. Sault Ste Marie has much to offer to someone looking to get away from a larger town or city. The greater Eastern Upper Peninsula is an outdoor lover's dream with world class fisheries, hunting, hiking, ATVing, paddling, and other outdoor activities with unlimited places to see including the Hiawatha National Forest, Tahquamenon Falls State Park, Mackinac Island, Drummond Island, Les Cheneaux Islands, Paradise, and thousands of acres to roam in between. Sault Ste Marie's sister city of Sault Ste Marie, Ontario Canada is just a short 4-mile bridge crossing that boasts many unique/culturally rich food choices and shopping options. Sault, Ontario also opens a whole new door to outdoor adventure with the more rugged/rocky Algoma Highlands that features mountain biking, downhill skiing, hiking, endless beaches, and provincial parks. Sault Ste. Marie is located just 40 minutes north of the Mackinac Bridge, 1.5 hours from Petoskey, 3 hours from Marquette, 3 hours from Traverse City, 4.5 hours from Lansing, and 5.5 hours from Detroit.

How to Apply:

Serious applicants only should submit a professional resume, cover letter, and a list of three (3) professional references, one of which who can speak to your experiences under the required qualifications to clmcd@macd.org with the subject: **Watersheds Technician** or mail to CLMCD C/O Mike McCarthy, 2847 Ashmun St, Sault Ste. Marie, MI 49783 for consideration. **Application materials are due by February 27th, 2026 or until position is filled, preference will be given to applications received by that date.** The selected candidate should be prepared to start As soon as possible, but no later than May 2025.