

## Program Manager – Lake Protection

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### 7 Lakes Alliance



7 Lakes Alliance is hiring a full-time **Program Manager** to lead **Lake Protection** and **Watershed Erosion Control** programs to help achieve its mission to “conserve the lands and waters of the Belgrade Lakes region for all”. Responsibilities include managing, integrating, and maximizing the impact of **three erosion control programs – Youth Conservation Corps (YCC), LakeSmart, and Watershed 319 Grants**. We are looking for an enthusiastic team leader excited about working in the field with diverse public and private partners. Join an outstanding nonprofit team and help us save the planet!

This is an exciting opportunity to lead collaborative, watershed programs to protect and restore lake water quality in the Belgrade Lakes Watershed, a beautiful 180 square mile region in the heart of central Maine with 7 major lakes (~20,000 acres). Our lake science program has full-time staff, a collaboration with Colby College and other academic partners, and participates in international lake research. In addition to lake protection, which includes an invasive species prevention and remediation program, 7 Lakes is an accredited land trust, founded in 1988, with over 10,000 acres conserved.

The Program Manager will supervise a full-time coordinator of the Youth Conservation Corps (YCC) and LakeSmart programs. YCC hires approximately 10-15 seasonal high school and college employees each summer who install 100 erosion control Best Management Practices (BMPs) each summer. The Program Manager will also oversee the LakeSmart program for the region.

The Program Manager will manage Watershed 319 Grants which provide US EPA/Maine DEP funding for erosion control projects to improve lake and stream water quality. Project partners include MDOT, MDEP, NRCS, towns, road associations, private landowners, and commercial and nonprofit businesses.

#### Responsibilities

- Program administration – vision, strategy, people, budgets, metrics, execution, reporting
- People – current: 1 full-time, 12-15 seasonal summer employees
- Budgets – annual, grant, project, contract
- Project development – outreach, site visits, technical advice, proposals, contracting
- Project management – staff, contractors, suppliers, permitting, inspection, tracking, reporting
- BMP design and installation – residential, town, state, commercial, roads, culverts, lakes, streams
- Collaborations – lake associations, towns, academic, Maine Lakes, State agencies, federal agencies
- Outreach and Education – newsletters, presentations, webinars, town meetings, student interns
- Grant writing – state and federal, foundation
- Learning and Science – measure and optimize materials, methods, and BMP effectiveness
- Policy – town, state

#### Qualifications

- Experience – minimum 5-7 years
- Education – undergraduate degree in science, engineering, project management, landscaping, or business
- Knowledge/Skills – stormwater, roads, culverts, lakes, streams, water, soils, algae, forestry
- People management – minimum 3 years
- Project management – minimum 3 years
- Budgets – annual, program, project, contract
- Grant writing – state, federal, foundation
- Collaboration – experience organizing and managing successful teams
- Communications – verbal, written, public presentations

- Writing and Math
- Software – MS Office, Excel, CRM, GIS, project management, webinar

Required or preferred qualifications include: an undergraduate degree, erosion control project management experience, organizational and problem solving skills, the ability to lead a diverse team, and the ability to use technology and GIS. Commitment and flexibility to work days, nights, and/or weekends to get the job done. A love of the outdoors, a passion for nature.

This is a permanent, full-time position with a benefits package including insurance, vacation time, and a retirement plan. Salary will be commensurate with experience.

All employees must be fully vaccinated for COVID, including booster. 7 Lakes requires full compliance with public health guidelines.

TO APPLY: Send email with a cover letter and resume to [info@7lakesalliance.org](mailto:info@7lakesalliance.org), subject “Program Manager-Lakes”. Position will be open until filled. Review of applications will begin on March 18, 2022. Finalists will be expected to submit work samples during the interview process. Start date is as soon as feasible.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

7 Lakes Alliance does not discriminate on the basis of race, color, sex, gender identity, national origin, age, disability, veteran status, sexual orientation or any other characteristic protected by law. We strongly encourage qualified individuals with disabilities and those from diverse backgrounds to apply. We are an equal opportunity employer dedicated to creating an inclusive culture where employees from diverse backgrounds can thrive and support our mission.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.