



Service, Science, Sustainability

Under the leadership of the Commissioner of Public Lands, our work at the Department of Natural Resources (DNR) is done with the public's interest in mind, which means transparency and public knowledge. Our decisions are guided by sound science as we manage state trust lands, native ecosystems and natural resources. We support the vision of a sustainable future by protecting and managing the natural resources so future generations will have them.

DNR manages over 5 million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. We generate revenue that supports public schools, state institutions and county services. But managing lands is only half of our story. We also protect other public resources such as fish, wildlife, water, and provide public access to outdoor recreation. Two of our largest and most important state-wide resource protection responsibilities are fire prevention and suppression, and overseeing forest practices.

The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees.

We have some of the most talented people in the industry. We honor diversity in the workplace and support one another with respect and trust. We invite you to learn more about our culture, our careers, and why some of the top forestry and natural science professionals have joined Washington DNR by visiting our [DNR website](#).

Watershed Services Market Demonstration Project Environmental Planner (Half-Time Project)

Recruitment #2012-02-WSMDP-7156

JOB CLASSIFICATION: Environmental Planner 1

SALARY RANGE: \$16.41 - \$21.41 per hour
(\$15.91 - \$20.77 with the 3% reduction)

TYPE OF POSITION: Project, federally funded half time position
(Project is one year duration)

Important Note: From July 1, 2011 through June 29, 2013 a 3% temporary salary reduction is in effect for most state positions. For specific information on the Temporary Salary Reduction, [click here](#).

LOCATION: Olympia, Washington

CLOSES: Open until filled; First review begins
February 6, 2012

POSITION PROFILE:

Responsible for assisting the project leader (DNR Policy Director), by providing expertise and project support to the Watershed Services Market Demonstration Project. The position will serve as technical and administrative coordinator for the project leader and liaison with staff of partner organizations. This project includes a wide range of external partners and stakeholders. This is an executive level priority project for the Commissioner of Public Lands.

Duties will include:

Developing and organizing technical project/planning materials, reports, and documents;
Assisting in the completion of project work products;
Assisting with grant administration;
Researching and analyzing technical information;
Developing and maintaining a project website and online resources;
Communicating with project partners and organizing workgroup meetings; Assisting with troubleshooting and resolving issues in concert with project partners;
Assisting with overall project management and deadlines.

REQUIRED QUALIFICATIONS:

- Bachelor's degree in natural resources, environmental planning, public administration or closely related field;
- Professional level experience with legislative, public agency, or NGO policy/administration;
- Demonstrated ability to coordinate activities of a diverse group of stakeholders;
- Demonstrated ability to make effective oral presentations to internal and external audiences;
- Demonstrated ability to facilitate problem solving in a team setting;
- Demonstrated clear writing skills and ability to prepare clear and concise written reports.

EMPLOYEE BENEFITS

The state of Washington offers a comprehensive benefits package including:

- [Medical](#), [dental](#), [life](#) and [long-term disability](#) insurance.
- Optional [long-term care](#), and [auto/home](#) insurance.
- Optional [medical flexible spending account](#).
- Vacation, sick, military, and civil leave.
- Eleven paid holidays per year.
- A state [retirement plan](#).
- Optional credit unions and savings bonds.

Optional [Deferred Compensation](#) and [Dependent Care Assistance](#) programs

Join our [job announcement mailing list](#) and view all current job opportunities. Visit: [DNR Jobs](#)

This announcement is published by the Washington State Department of Natural Resources (DNR). The DNR is an equal opportunity employer. Women, racial, and ethnic minorities, persons of disability, and disabled and Vietnam-era veterans are encouraged to apply. Persons with a disability who need assistance during the screening process or those needing this announcement in an alternative format may contact DNR Recruiting staff (360) 902-1350 or (360) 902-1228. DNR may be contacted using the Washington State Telecommunications Relay Service (TTY) by dialing 711.

DESIRABLE QUALIFICATIONS:

- Work experience developing short and long term goals and plans;
- Work experience managing a natural resource project
- Work experience with natural resource policy development.

SPECIAL POSITION REQUIREMENTS AND WORKING CONDITIONS

- Must be at least 18 years of age at the time of hire.
- This position is represented by the WPEA. Once appointed to this position the incumbent will be required to pay union dues or other representation fee within the first 30 days of employment

WHO MAY APPLY

This recruitment is open to anyone who meets the required qualifications for this position.

APPLICATION PROCESS

To be considered for this position, please submit:

- A letter of interest describing how your experience and qualifications relate to the position profile, required and desired position qualifications, and special position requirements. Please indicate in your letter of interest how you learned of this opportunity.
- A completed application – [DNR Job Application](#) And a
- Resume
- An online **voluntary Applicant Profile Questionnaire**. *(This form is not required and is submitted online. Please do **not** print out and send in with application materials).*

The first screening will be based on information contained in your candidate materials.

Submit all materials to:

Electronic method preferred

OR other method

dnrrecruiting@dnr.wa.gov

Melody Wolf
Department of Natural
Resources
PO BOX 47033
Olympia, WA 98504-7033

NOTE: Please indicate Recruitment number # 2012-02-WSMDP-7156 in the subject line of your e-mail.

By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

Questions? Please contact Craig Partridge at (360) 902-1028 or e-mail us at DNRrecruiting@dnr.wa.gov.