

## **Wetlands Permitting and Compliance Specialist**

**Rancho Cordova, CA or Vancouver, WA**

Ducks Unlimited, Inc. (DU) is 501(c)3 non-profit dedicated to the conservation of wetlands and associated upland habitats for waterfowl, other wildlife and people. The Western Region of DU has an opening for a full-time experienced Wetlands Permitting and Compliance Specialist to round out our mission driven and close-knit team. The successful candidate will provide essential permitting and environmental compliance support to DU conservation teams across the western states, where they will facilitate implementation of critically important restoration projects on both public and private lands. The position will be based out of either our Western Regional Office in Rancho Cordova, CA, or field office in Vancouver, WA, contingent on the skill set and previous experience of the successful applicant.

### **RESPONSIBILITIES**

- Develop environmental compliance strategies for DU projects in Washington, Oregon, California, Idaho and Utah. Strategies should reflect a broad understanding of applicable federal, state, and local natural resource regulations applicable to the relevant locality, and should incorporate streamlined permit processes available to voluntary restoration projects.
- Assemble federal, state, and local permit applications packages to support project implementation.
- Prepare and/or oversee preparation of supporting studies for permit application packages (e.g., wetland delineations/functional assessments, biological assessments, cultural resource assessments).
- Prepare and/or oversee preparation of National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA), and/or Washington State Environmental Policy Act (SEPA) environmental documents, as necessary, based on the location of the project.
- Prepare requests for proposals to solicit professional assistance in developing, designing, and implementing compliance-related work products.
- Develop proposals (scope, cost, schedule) to support DU biologists and other staff seeking to secure funding for projects.
- Provide compliance support during project construction, including on-the-ground interpretation of permit terms and conditions and real-time coordination with regulatory and resource agencies.

### **QUALIFICATIONS**

We are seeking applicants with a positive attitude, attention to detail, strong organizational and critical thinking skills, interest in ecological restoration, and the ability to work well both independently and as part of a team. Strong candidates will also be excited to take on new and challenging tasks that could vary project to project.

Education and Experience – The successful candidate must have a Bachelor of Science degree, preferably in an environmental planning or natural resources related field. An advanced degree is desirable.

Applicants must have at least five years of relevant experience, with demonstrated success in preparing and submitting federal and state natural resource permit applications in Washington, Oregon, and/or California. Familiarity and experience permitting multi-disciplinary wetland or tidal restoration projects in California and/or the Pacific Northwest preferred. Applicants may be required to provide recent examples of permit applications packages they prepared for a project located in one of these states.

Recent permitting experience with the following regulations is **required**: Section 401 and 404 of the Clean Water Act; Section 106 of the National Historic Preservation Act; and Section 7 of the Federal Endangered Species Act. Familiarity and recent experience working with other key state and local laws that govern aquatic resource restoration in Washington, Oregon and/or California is **desirable**, such as the Washington Shoreline Management Act, Oregon Removal-Fill Law and/or California Fish and Game Code Section 1602 et seq. Experience developing or overseeing development of NEPA, CEQA, and/or SEPA environmental documents is beneficial.

Communication Skills – The successful candidate must be able to communicate permit requirements and processes to teams of varying backgrounds, including DU staff, project partners, landowners, and regulators. Clear and succinct verbal and written communication skills are essential.

Technical Skills – The successful candidate must be proficient in the use of MS Office software, and comfortable submitting permit applications online using a personal computer. Job responsibilities may require field work in adverse weather and landscape conditions, and may require overnight travel. Familiarity with ArcGIS, GPS equipment, and all-terrain vehicles is beneficial.

Analytical Skills – The ideal candidate is able develop a project-specific integrated regulatory compliance strategy that balances project goals and regulatory requirements, and that clearly communicates critical path permit process(es) to a project team. The ability to identify potential challenges early in project design and development, and an inclination to creatively and collaboratively solve those challenges with partners and regulators, is an excellent quality for staff in this position.

The successful candidate must be fully vaccinated for COVID-19, or exempted, prior to starting work at DU, per the Safer Federal Workforce Task Force COVID-19 Workplace Safety - Guidance for Federal Contractors and Subcontractors.

**SALARY AND BENEFITS PACKAGE:** Salary commensurate with experience. DU offers an exceptional benefit package that includes comprehensive group medical, prescription, dental, and vision insurance, including spouse and dependent coverage; three weeks paid vacation; paid sick leave and 10 paid holidays; 401(k) plan (including partial employer match); and tuition reimbursement.

To apply internally as an employee, log into <https://workforcenow.adp.com/> with your employee credentials, click MYSELF, TALENT, CAREER CENTER, follow the prompts to APPLY, and attach a cover letter, resume and references. We hope to complete the hiring process for this position in February 2022. For more information regarding this position or to request application materials, please contact:

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