

Environmental Projects Coordinator, Grafton, ND

The Red River Regional Council (RRRC), a four-county planning & development organization providing services to Grand Forks, Nelson, Pembina and Walsh Counties, is seeking a full-time Environmental Projects Coordinator to manage a well-established environmental project. Duties include:

- Meet and plan project activities with landowners; coordinate and work closely with State, Federal and local agencies and groups, subcontractors and project staff.
- Manage project financing and reporting.
- Report progress to public bodies.

Qualifications include:

- Bachelors Degree in Natural Resources or related field, with a minimum of two years experience in grant writing, contract management and project development.
- Proficiency in computer spreadsheet and word processing programs.

Salary based on qualifications. Position includes excellent benefits package.

To apply, please provide a letter of application, resume, and two letters of reference to the Red River Regional Council, 516 Cooper Ave., Grafton, ND 58237, by June 23, 2009. Interviews will be scheduled for the week of June 30, 2009. The RRRC is drug-free Equal Opportunity employer.