



Union Soil & Water Conservation District
(in collaboration with Wallowa Resources)
10507 N. McAlister Road, RM #7, La Grande, OR 97850
541-963-1313 www.unionswcd.org

Job Announcement

JOB TITLE:	Firewise Community and Restoration Coordinator (Union County)
LOCATION:	Union Soil and Water Conservation District – La Grande, Oregon
REPORTS TO:	Union SWCD Manager (in collaboration with Wallowa Resources Forest Manager)
STATUS:	Full Time, At-will, Non-exempt Employee
SALARY & BENEFITS:	\$52,000 – \$62,000 annually dependent on experience.
POSTING DATE:	Thursday, February 12, 2026
DEADLINE:	Open until filled, first round of interviews will begin after Thursday, March 26, 2026
TO APPLY:	See end of document

ORGANIZATION SUMMARY

The position will be housed at the Union Soil and Water Conservation District (USWCD) in collaboration with nonprofit partner, Wallowa Resources. The USWCD has assisted private landowners with conservation planning and project implementation in the Grande Ronde Basin for over 70 years, forming in 1946. The USWCD is a political subdivision of state government, considered a municipal corporation, and follows many of the same laws that govern state agencies. As a partner with Natural Resources Conservation Service (NRCS) and with guidance from Oregon Department of Agriculture (ODA), the USWCD acts as a local leader to coordinate efforts of conservation agencies and tie their programs to local conditions and priorities. In short, the USWCD is the local advocate for landowners and managers to assist with development, protection, and conservation of natural resources.

<https://unionswcd.org/>

Wallowa Resources (WR) is a community-based 501(c)3 nonprofit corporation, established in 1996 with leadership from Wallowa County Commissioners. Since then, WR has worked to bring people together to empower rural communities to create strong economies and healthy landscapes through land stewardship, education, and job creation. Headquartered in Wallowa County, we strive to assist communities throughout Northeast Oregon and Southeast Washington balance rural economic well-being with the stewardship and conservation of its resources, preserving each rural area's heritage of making a living from the land. <https://www.wallowaresources.org/>

JOB SUMMARY

The Firewise Community and Restoration Coordinator assists groups of Union County landowners living on working lands and within the wildland urban interface by connecting people with information and resources to become active stewards of their forests, rangelands, and farms by boosting regional landscape health and resiliency. The Coordinator plays two primary yet complementary roles of coordinating Firewise Community development (75%) and restoration project implementation (25%).

The primary role of the Coordinator will be to work alongside community partners to help support a cohesive Firewise Community program in Union County. They will act as a central point of contact among natural resource partners for private landowners to ensure they are able to get access to the resources they need to steward their land. The Coordinator will work with Firewise Communities or groups of landowners in Union County to connect them with the knowledge, skills, assistance and partners they need to live in a fire adapted ecosystem and be active stewards of their forests, rangelands and farms. Where applicable, the Coordinator will assist landowners to coordinate with cross boundary projects on adjoining public, private and Tribal lands, as part of the Northern Blues "All Lands" Restoration Partnership. The Coordinator will also engage with regional Firewise Coordinators in surrounding counties to help support a regional Northeast Oregon Firewise Community peer network and annual workshop/tour.

In a secondary role the Coordinator will assist in promoting the USWCD's natural resources conservation mission with landowners both within and outside Firewise Communities. For interested landowners, the position will collaborate with other conservation partners, agencies, and funding organizations to provide education, knowledge, technical assistance and financial support, to develop conservation plans and implement conservation actions and management strategies on their lands. The Coordinator will work closely with the Senior Project Manager and Watershed Conservationist to plan and implement conservation and restoration projects.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

Coordinate a Cohesive Firewise Community program in Union County

- Work with a diverse group of partners (county, state, federal, tribal) to perform outreach to private landowners in strategic areas to develop new Firewise Communities. This includes introductory community meetings, presentations in collaboration with local partners to explain wildfire risk, and assist in the creation, delivery and submission of the community's Firewise Community Wildfire Risk Reduction Assessment, Action Plan and Application.
- Once established - connect Firewise Communities with local partners and *educational* (workshops, tours, handouts), *technical* (structural assessments, forest management plans, range management plans, conservation plans, etc) and *financial* resources (ODF, NRCS, FSA, OWEB, OSFM, CREP, etc) to assess and treat their properties for wildfire risk, forest health, water quality, soil health, noxious weeds, fish and wildlife habitat, etc.
- Participate and assist in organization of Firewise Community work days/trainings, community events, funding opportunities and grants, and plans for ongoing maintenance.
- Engage with local natural resource contractors and local youth/adult conservation crews to assist in implementation of collective projects on private landowner properties within Firewise Communities. Where relevant, coordinate with Wallowa Resources Monitoring Crew to monitor outcomes of the projects.
- Where applicable, assist landowners to coordinate with landscape-scale, cross boundary projects on adjoining public, private and tribal lands, as part of the Northern Blues "All Lands" Restoration Partnership.
- Regularly attend partner meetings including the Union County Community Wildfire Protection Plan Committee, NRCS Local Work Group, Northern Blues Restoration Partnership, etc to provide updates and apprise partners of current fire, forest, watershed, etc related activities.
- Seek guidance and regularly engage with city and county officials and land management organizations (including NRCS, ODF, Wallowa-Whitman National Forest, Grande Ronde Model Watershed, Union County Emergency Management, Wallowa Resources, etc).
- Engage with regional Firewise Coordinators, partners, and existing Firewise Communities to help participate in and support a regional Northeast Oregon Firewise Community peer network and annual workshop/tour. Work with Wallowa Resources Forest Communications Coordinator and relevant partners to update [Northeast Oregon Firewise Community](#) Website, develop/adapt program materials, and engage with media.

Outreach and technical support to landowners with an interest in developing water quality and soil health conservation actions

- Promote the USWCD mission and its associated programs with landowners within Firewise Communities and across Union County, to improve water quality, soil health, and resilience to wildfire.
- Assist with public displays and preparation of annual reports, news articles, and website information.
- For interested landowners, provide technical assistance in coordination with the USWCD Senior Project Manager and Watershed Conservationist to implement floodplain restoration, water quality and quantity improvements, conservation planning, and project monitoring through the application of federal grants (BPA, USFWS, BOR), state grants (OWEB, OWRD, ODFW), and NRCS Farm Bill programs.
- Assist in coordination with regional NRCS staff to support activities for improved water quality and soil health. As needed, coordinate with partners of the Grande Ronde Model Watershed Implementation Team on watershed restoration projects.

EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

Required (The following are the minimum levels required to successfully perform the Essential Job Duties and Responsibilities)

- High school diploma or GED certificate
- Community organizing, volunteer coordination, conflict resolution, project management, and experience managing and prioritizing tasks from multiple sources
- Ability to independently work and set goals/priorities
- Strong written, speaking and presentation skills in formal and informal settings
- Demonstrated proficiency in Microsoft Office Suite, Adobe Acrobat, Google Drive, and basic reporting
- Willing to learn, have an adaptive and flexible work style, and be an active listener
- Interest in natural resources conservation and wildfire mitigation and preparedness
- Consistently demonstrate teamwork and positive day-to-day work relationships and interactions with staff, board members, members of the public, and community partners
- Reliable automobile transportation with a valid driver's license and proper insurance

Preferred

- Bachelor of Science/Arts in forestry, natural resources, fish or wildlife biology, agricultural or range, or wildfire related degree or Associate's degree with 2 years of comparable experience
- Familiarity with Northeast Oregon agriculture, forests and wildfire, communities and natural resource/wildfire partners
- Experience working with rural agricultural landowners of diverse backgrounds
- ArcGIS/mapping skills
- Familiar with grant programs available for small and large landowners
- Familiarity with natural resource sector and issues in Northeast Oregon

WORKING CONDITIONS

Environment and Physical Requirements: The Firewise Community / Private Lands Stewardship Coordinator works primarily in an office or work-from-home environment; however, the position visits field locations including forests, private landowner properties, and wood product business sites. Those locations are subject to a variety of extreme weather conditions including rain, snow, wind, and dust. The position frequently requires travel by car to attend meetings and occasional overnight travel. The incumbent interacts constantly with staff, visitors, government agencies, and others. The position sits, stands, walks, bends, lifts, and moves intermittently during working hours. The incumbent must be able to lift, push, pull and move files and equipment in excess of 10 pounds.

Hours: Typical office hours are full time from 8:00 a.m. to 5:00 p.m., Monday through Friday, but are flexible and will include evening and weekend tours/meetings with landowners.

Other Duties and Responsibilities: This job description is a summary of the essential duties and responsibilities for this job, and it does not necessarily represent an all-inclusive list of duties, responsibilities, tasks or procedures. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instruction or assignments. Nothing in this description restricts Union SWCD's right to assign or reassign duties at any time.

Accommodation Statement: In compliance with the Americans with Disabilities Act (ADA) Union Soil and Water Conservation District will make reasonable accommodations during any and all phases of the selection process for individuals with a disability. Please contact the District office at (541) 963-1313, by the deadline date of this announcement to request accommodation.

APPLICATION PROCESS

<p>Submit your application to: Jim Webster, Union SWCD <u>Email:</u> jwebster@unionswcd.org or <u>Mail/Delivery:</u> 10507 N. McAlister Rd, Rm #7 La Grande, OR 97850</p>	<p>Include:</p> <ul style="list-style-type: none">● Cover letter● Application Form (PD200) available at www.unionswcd.org or contact us at 541-963-1313● 3 professional references● Resume	<p>Application Submittal:</p> <ul style="list-style-type: none">● Open until filled, first round of interviews will begin after Thursday, March 26, 2026
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Union Soil and Water Conservation District is an Equal Opportunity Employer