

POSITION OPENING

Title: Certification Manager

Background

Salmon-Safe, a leading regional environmental certification nonprofit, seeks a full-time certification manager to guide the development and ongoing management of Salmon-Safe urban and agricultural certification standards and coordinate certification program delivery through the Salmon-Safe Partner Network across the West Coast. Skills relating to ecologically sustainable agricultural or urban land management, environmental science and project management are required in this position. This position requires regional travel and will be based in Portland.



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DUTIES & RESPONSIBILITIES

A. Standards Development & Maintenance

1. Maintain Salmon-Safe certification and accreditation program standards to ensure program rigor including peer review.
2. Manage application of Salmon-Safe "High Hazard" pesticide list including expert review and application of related quantitative pesticide risk evaluation tools.
3. Lead new sector-based certification development initiatives in collaboration with stakeholders.
4. Support program integration or overlay initiatives with other certification systems such as LEED, Sustainable Sites, etc.

B. Certification Program Management

1. Serve as the primary point-of-contact for Salmon-Safe farm and urban inspectors in coordinating program delivery.
2. Coordinate delivery of Salmon-Safe specific technical training to Salmon-Safe inspectors.
3. Provide on-site project management for urban certification teams operating coast-wide.
4. Manage individual site verification of conditions and ensure project performance throughout certification cycle.
5. Administer Salmon-Safe's web-based project management and certification management systems, including database updates, report generation, quantification of results and workflow tracking.

C. Technical Resource for Partner Network

1. Track and manage site assessment requests to ensure timely and effective program delivery across the Partner Network.
2. Serve as resource for Partner Network staff and contractors regarding technical standards questions/issues.
3. Deliver technical training to partners as necessary.

D. Quality Control

1. Periodically review certification recommendations and decisions to evaluate quality and accuracy with regard to technical understanding of standards.

EDUCATION, TRAINING REQUIREMENTS & SKILLS

1. Bachelor's degree in a field of study related to one or more of the following specialties:
 - Agriculture (ecological focus)
 - Planning (environmental planning, urban design)
 - Environmental Science (ecology, biology, environmental management)
 - Architecture (architecture, landscape architecture)
 - Engineering (civil)
 - Business (sustainability focus)
2. Minimum 5 years progressively responsible and successful project management and program delivery experience
3. Proficiency in MS Office and web-based project management tools
4. Detailed oriented and strong organizational skills
5. Ability to work independently in a self-directed, entrepreneurial environment
6. Enthusiasm for and commitment to Salmon-Safe mission

COMPENSATION

\$46,000-\$60,000 based on qualifications and experience. Benefits include generous paid time off, healthcare and dental, and retirement contribution.

To Apply:

Send cover letter with resume as a single PDF (maximum three pages) to dan@salmonsafe.org with "Certification Manager" in the subject line. Please, email inquiries only about this position.

Application deadline extended: 5pm, Tuesday, April 15, 2014.

About Salmon-Safe

Founded by river and native fish conservation organization Pacific Rivers Council, Salmon-Safe is an independent nonprofit devoted to inspiring the restoration of agricultural and urban watersheds so that salmon can thrive. Salmon-Safe works with more than 400 landowners across Oregon, Washington, and British Columbia to promote water quality protection and wildlife habitat conservation. Certified projects include many of the region's most acclaimed winegrowers as well as high profile urban sites ranging from Nike's World Headquarters campus and Oregon Convention Center to University of Washington's Seattle and Bothell campuses to REI's Puget Sound operations. www.salmonsafe.org

SALMON-SAFE IS AN EQUAL OPPORTUNITY EMPLOYER