



GIS and Water Quality Program Manager, Non-Profit in Richmond, VA

Overview

We are seeking a full-time GIS and Water Quality Program Manager to act as the primary administrator for GIS needs throughout the organization and will coordinate JRA's [James River Watch](#) water quality monitoring program.

Founded in 1976, the James River Association (JRA) is the oldest and largest river conservation group in Virginia and the only organization solely dedicated to protecting and restoring the James River. JRA's mission is to be the guardian of the James River – to provide a voice for the river and take action to promote conservation and responsible stewardship of its natural resources. To accomplish our mission, JRA's strategic goals include: 1) Achieving a fully healthy James River, and 2) Helping communities within the watershed realize the benefits of a healthy James River and support protecting it.

The organization's operating budget is approximately \$3.7M, with 34 full-time and up to 16 seasonal or part-time employees working across Virginia in four offices, including the headquarters located in downtown Richmond, VA, with regional offices in Williamsburg, Lynchburg, and Scottsville. This is a hybrid position based in Richmond, which will require work from the field, the office and from home.

Summary of Job Responsibilities and Requirements

GIS Administration:

- General cartography creation, management, and analysis to illustrate concepts and data associated with JRA's programmatic work for reports, meetings, and documents
- Develop GIS-based tools, applications, databases, or similar solutions in support of JRA's programs
- Manage a centralized geospatial database for JRA, including developing and maintaining all documentation for data acquisition and data management
- Identify and fill data gaps through publicly available sources, developing partnerships or creating the geospatial data when feasible
- Assist JRA staff that utilize GIS as needed

James River Watch:

- Manage a team of staff and volunteers to implement JRA's seasonal [James River Watch](#) water quality monitoring program
- Oversee weekly bacteria monitoring at sites on the James River and tributaries
- Complete weekly lab-based components of the bacteria testing process, including interpreting and uploading results
- Analyze trends in data and compose annual reports summarizing water quality monitoring data
- Communicate water quality results to the general public



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- Recruit, train, mentor, and coordinate volunteers engaged with the James River Watch program
- Develop, manage, and implement QA/QC protocols associated with the James River Watch program
- Work with partner organizations to collaborate on water quality monitoring programs
- Other duties as assigned

Key Qualifications

- Degree in Geography, Environmental Science, Biology or similar program
- MS GIS or GIS Certification preferred
- Ability to pass pre-employment background screening.

Knowledge, Skills, and Abilities

- Proficient in GIS with experience working with ESRI, ArcGIS Pro and ArcGIS Online
- Strong geospatial analytical skills with the ability to collect, organize, analyze and disseminate significant amounts of information with attention to detail and accuracy
- Proficient with R, Python code language, and other statistical computing and data visualization tools
- Excellent writing skills and the ability to communicate powerfully
- Proficiency in data analysis. Ability to leverage quantitative and qualitative data to enable informed decision-making
- Processes a high level of energy, a positive, “can-do” attitude, and is a team player. Flexible, resilient, and able to work and thrive in a fast-paced, changing environment
- Comfortable interacting with the public
- High degree of initiative with the ability to work independently, multitask and handle conflicting priorities while maintaining consistent, quality performance standards
- Promotes and adheres to the company’s mission, vision, values, and policies
- Willingness to work outside, sometimes in inclement weather
- Comfortable with a hybrid work environment
- Must have a valid Driver’s License and reliable transportation

Physical Requirements

- Prolonged periods of sitting at a desk and working on a computer.
- Frequent bending, stair climbing, pushing and pulling of equipment
- Must be able to lift up to 50 pounds at times.
- Willing to participate in JRA’s random drug testing program for vehicle and vessel operators and attendants



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Competitive Salary & Benefits Package includes fully paid employee-only health and dental coverage, Life and LTD insurance, generous paid time off (starting at four weeks/year), twelve paid holidays, and 401(k) matched contributions! Professional development and growth opportunities. Work-life balance and dynamic, hybrid/flexible work environment. The exempt salary range for this full-time (FTE 1) position is \$47,000-\$50,000, depending upon related credentials and work experience.

APPLY by sending your resume and cover letter to sralston@thejamesriver.org. This position will remain open until filled; interviews will begin after April 10, 2024.

EOE M/F/D/V JRA reserves the right to alter, change, modify, and/or terminate this job posting at any time without notice or obligation to any party.