

Position Title: Project Manager
Location: Wisconsin (Madison or Lake Michigan Basin)

Wisconsin Wetlands Association (WWA) is looking for a Project Manager with proven experience conducting science-based wetland programming. WWA is a 501(c)3, statewide non-profit organization dedicated to the protection, restoration, and enjoyment of wetlands through science-based programs, education, and advocacy. More information at wisconsinwetlands.org.

Job Summary:

The Project Manager will help WWA launch and sustain a new peatlands conservation project located in Wisconsin's Lake Michigan Basin (LMB) and will collaborate with WWA's program staff and leadership team to support the growth of WWA's wetland science programming.

The project is a collaboration between WWA, The Nature Conservancy Wisconsin, and The Pew Charitable Trusts focused on helping LMB communities protect and rewet peatlands for carbon sequestration, flood mitigation, and water quality improvement. The project is designed to be carried out in 3 phases over the course of 5 years. This new position was created with support from a 1-year grant, and we are confident in our ability to secure sustained funding.

Key Responsibilities:

In the initial year, the Project Manager will provide expertise and logistical support to complete the goals outlined in the Phase 1 scope of work which include:

1. Establish a Peatlands Conservation Partnership;
2. Complete a basin-wide peatlands conservation opportunities assessment using readily available data;
3. Initiate outreach to secure community engagement in project activities.

Other duties include:

- Collaborate with partners and WWA's Policy Programs Director to help secure funding for future phases of work;
- Support the organization's efforts to evaluate the impact of its current science programming and plan for strategic program expansion;
- Provide wetland science advisory support to other members of WWA's staff.

Qualifications:

Qualified applicants will hold a Master's degree or higher in wetland ecology, hydrology, or soil science and at least 5 years' of work or service in a wetland conservation or management setting.

Experience and skills:

- Deep knowledge and understanding of wetland ecology, hydrology, and soils, and the curiosity and desire to continue learning.
- Demonstrated success securing government and/or foundation grants and serving as a Principal Investigator or Project Manager.
- Experience with budget development and management and with program development.
- Demonstrated ability to work independently.
- Experience building and facilitating project teams and conservation partnerships (note: additional experience supervising staff is preferred but not required).
- Experience working with and interpreting data.
- Proficiency in Microsoft Office applications.
- Exceptional oral and written communications skills, including the ability to evaluate and translate complex issues to lay audiences and generate clear content on short notice.

Values:

- Outstanding professional and personal ethics.
- An appreciation of the importance of wetlands.
- A commitment to the mission and vision of Wisconsin Wetlands Association.
- A commitment to embodying Wisconsin Wetlands Association's values in your work: we are collaborative, enthusiastic, non-partisan, impact-driven, science-based, and solution-oriented.

Salary and Benefits

- This is a full-time salaried position. Including an insurance stipend, the salary range is \$68,000-\$78,000 depending upon candidate's experience.
- Other benefits include automatic 401k contributions equivalent to 3% of base salary with up to an additional 3% match; long- and short-term disability coverage, supplemental life insurance, a flexible work environment, and access to trainings or conferences for professional development.
- Opportunity to join an award-winning organization that is recognized as a national leader in wetlands conservation and positioned for growth.
- Opportunity to work alongside a small, highly motivated group of wetland conservation professionals.

Additional Information

- This position will ideally work from the Wisconsin Wetlands Association office in downtown Madison or at a home office location in the Lake Michigan Basin.
- Responsibilities will occasionally require overnight travel, early morning starts, and evening engagements.
- Wisconsin Wetlands Association is an equal opportunity employer.

How to Apply:

To be considered, submit a cover letter, resume, and relevant sample of your writing via email with subject line "Peatlands Project Manager" to: info@wisconsinwetlands.org. Applications will be accepted on a rolling basis until the position is filled but we anticipate the first round of interviews to occur the week of September 14th.

Preferred start date is mid-late October 2026.