Mid-Level NEPA Project Manager

EnviroSystems Management, Inc., Flagstaff, Arizona

EnviroSystems Management, Inc. (ESM) is a small, fast-growing environmental consulting company in Flagstaff serving Arizona and the Southwest. We complete contract work throughout the Four Corners states in environmental regulatory compliance and permitting, cultural and natural resources management, GIS, public relations, and noxious weed management. We are seeking a mid-level NEPA Project Manager to join our team. We have a diverse clientele base, and the successful applicant must be comfortable communicating orally and in writing across disciplines in all types of settings. The successful candidate will work with limited supervision and needs to be a team player to work with senior staff in carrying the company into the future. The position reports directly to the Natural Resources Program Manager and has excellent potential for professional growth.

Education and Experience

Bachelor's degree in Environmental Planning, Environmental Science, Natural Resources Management, Biology, Forestry, or related field required; advanced degree is preferred. At least 3 years of professional experience is required; 5 years or more of professional experience is preferred.

Responsibilities

- Manages financial performance of NEPA and other environmental compliance projects and effectively coordinates with clients and staff
- Seeks out and responds to proposal opportunities and assists other senior management staff with business development and marketing efforts
- Responsible for all aspects of field research, data collection, inventory, analyses, and report production
- Identifies regulatory requirements
- Reviews and compiles environmental data pertinent to project requirements
- Produces high-quality technical compliance reporting
- Conducts background research and data collection on land use and environmental topics
- Coordinates with federal, state, and local agency personnel
- Coordinates internally with the firm's Natural Resources, Cultural Resources, GIS, Public Relations, and Weed Management programs
- Facilitates public involvement activities
- Occasional travel is required

Desired Qualifications

- Knowledge of the National Environmental Policy Act (NEPA)and other federal, state, and local environmental regulations including but not limited to the Endangered Species Act (ESA), Clean Water Act (CWA), and the National Historic Preservation Act (NHPA)
- Experience writing and managing Environmental Assessments (EAs) and/or Environmental Impact Statements (EISs) for the USFS, BLM, FAA, WAPA, and other federal agencies
- Experience in transmission line and mining environmental compliance

- Experience in proposal preparation and business development
- Ability to assess environmental baseline conditions and potential impacts
- Demonstrated previous NEPA authorship including a variety of resource topics
- Experience in environmental compliance, T/E species surveys, and sensitive resource issues
- Detail oriented and strong logistical capabilities
- Excellent communication, organizational, and time management skills
- Excellent technical writing skills and a record of completing technical reports in a timely fashion
- Demonstrated ability to work as part of a team
- Experience in writing concise regulatory analyses
- Experience in natural resources permitting for construction projects
- Ability to function in a loosely structured environment without strict supervision
- Existing, regionally relevant client contacts

This full-time position is eligible for benefits including vacation and sick leave and medical, dental, and vision insurance. ESM also offers performance-based bonuses.

Please submit cover letter with resume (2-page maximum) to info@esmaz.com