



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
JOB OPPORTUNITY ANNOUNCEMENT  
Affirmative Action/Equal Opportunity Employer/Drug-Free Workplace**

**JOA #:** 25-20      **Position #:** 401100      **Posting Date:** 5/14/25      **Application Deadline:** 5/21/25  
**Position Title:** Resource Projects Liaison      **Starting Salary:** Up to \$81,000 DOQ  
**Job Location:** Headquarters - Midway, FL and DeFuniak Springs, FL (This position is District-wide)

**Minimum Qualifications:**

Graduation from an accredited college or university with a bachelor's degree in environmental planning, environmental science, communication, business, public relations, or public administration, or a related field and 10 years of relevant experience with emphasis on communication/outreach and coordination of projects.

**Special Abilities:** Demonstrated project coordination and communication skills, and ability and training to collaborate with an interdisciplinary team of professional and technical staff. Knowledge of water resources in northwest Florida.

**Description of Position:**

This is a highly responsible professional position serving as the public outreach liaison for the Resource Management Division. The position will communicate information and identify community needs pertaining to the implementation of several resource management programs to protect and manage the region's water resources. Outreach will focus on grant programs for alternative water supplies, water conservation, and springs restoration; watershed planning and restoration; agricultural cost-share programs; and emergency response and FEMA Flood Risk Map implementation.

The Resource Management Outreach Liaison responsibilities include:

- Conducts targeted outreach efforts to address specific resource management issues and concerns.
- Makes presentations to the public and coordinates public relations dealing with the Resource Management Division's responsibilities.
- Represents the organization in public forums, inter-agency groups, committees, and community meetings.
- Tracks and communicates resource management program changes to the public.
- Provides assistance and education to local governments, agricultural producers, regional entities, and other community partners regarding Resource Management Programs.
- Develops and maintains a detailed up-to-date summaries of project and program accomplishments, and associated metrics.
- Creates and maintains spreadsheet, database, geospatial, informational dashboards, and/or other applications for tracking resource management programs as appropriate.
- Ensures Resource Management programs and activities meet local, regional, and state requirements and regulations.
- Researches, evaluates, and implements strategies for accessible and equitable engagement and communications.
- Manages numerous outreach projects simultaneously along with reporting status updates to management.
- Assists in special projects and performs other duties as assigned.

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**How to apply:** Submit a Northwest Florida Water Management District Application and resume to: [human.resources@nfwwater.com](mailto:human.resources@nfwwater.com) or mail to 81 Water Management Drive, Havana, FL 32333

**NOTICE TO APPLICANT:** We hire only U.S. citizens and lawfully authorized alien workers. If you need an accommodation in order to participate in the application/selection process, please notify the Office of Human Resources at (850) 539-5999 in advance.

A separate application must be submitted for each Job Opportunity Announcement indicating the position number and title for which you are applying. Applications must be received in the Office of Human Resources by 5:00 p.m. of the deadline date in order to be eligible for consideration. Preference will be given to certain veterans and others related in accordance with Chapter 295, Florida Statutes, Veterans Preference Law. Applicant must provide the required proof of preference at the time of submitting an application for a vacant position. Males between the ages of 18 and 26 are required to provide proof of Selective Service Registration prior to employment or promotion.