

Resilience Planner and Project Manager

Company Overview

Fernleaf is an industry leading, technology-enabled resilience consulting company based in Asheville, NC, with a mission of providing services and tools for communities to make informed resilience decisions.

Fernleaf works with federal, state, regional and local governments as well as other climate professionals to develop effective adaptation and community resilience plans. Our team takes a collaborative approach to our work and values diversity and inclusion, innovation and creativity, and having work/life balance. For more information on Fernleaf visit our website:

<https://fernleaf.us/>. We are headquartered in one of the most desirable small cities in the U.S. with a vibrant social, musical and cultural scene and outstanding outdoor opportunities.

Position Overview

Interested in supporting Western North Carolina's recovery and resilience efforts post-Helene? The Fernleaf team is experiencing exciting growth in an expanding industry and a new opportunity exists for a highly motivated Resilience Planner and Project Manager. This individual will be responsible for overall project management including task management, client relationship management, oversight of technical studies and quality assurance reviews. This position will also provide technical expertise and innovation related to the resilience planning process. Candidates will have a proven track record of successful project management for resilience-related projects and have direct experience completing technical work in areas such as vulnerability and risk assessments, resilience planning, community planning, research, and planning related to federal, state, regional, and local agencies. This position will work closely with our other Resilience Services and Product team members, as well as coordinate with and support our Business Development team on proposals and business development. The successful candidate will also have the opportunity to support Fernleaf's growth in new skill areas, markets and geographic regions.

This position will also support the growth and development of Fernleaf's resilience practices related to:

- using climate and hazard information to provide decision support services,
- vulnerability and risk assessments,
- adaptation strategies and action development, and
- business development and strategic planning.

Applicant Requirements

- At least 5 years of professional experience in resilience planning.
- At minimum, bachelor's degree in planning, geography, environmental studies, or other related fields. Master's degree preferred.
- Knowledge and experience with GIS tools, including the Esri Suite of ArcMap/ArcPro, ArcGIS Online, and other data processing, visualization, and design tools.
- Substantial project management experience in a consulting environment.
 - Proven record of managing interdisciplinary teams and delivering projects successfully, profitably, and to the client's satisfaction.
- Experience leading teams in the development of winning proposals and successful presentations, as well as developing and managing approved scopes of work, budgets, and schedules for new projects.
- Excellent oral and written communication skills are vital as this position requires close work with clients as well as the guidance, coaching, and mentoring of junior staff.
- Knowledge of vulnerability and risk assessments, hazard mitigation, and community planning.
- Interest in helping clients use data and tools for decision-making.
- Experience working in a fast-paced consulting environment.
- Organized, detail oriented, and the ability to prioritize and multitask.

Preferred experience, knowledge and skills

- Experience working with local governments or other clients on planning issues related to climate resilience and disaster recovery.
- Experience in vulnerability and risk assessments and resilience strategy and plan development.
- Area of specialization in resilience planning (e.g. hazard mitigation, land-use planning, policy, transportation, community engagement, nature-based solutions, or others).
- Familiarity with state and federal grant programs (e.g., FEMA, HUD, NOAA, NFWF, USDOT, CDBG-DR) and non-governmental hazard mitigation and climate resilience grant programs.
- Familiarity with community-centered planning processes and community engagement.
- AICP, CFM, and/or PMP certifications.

Important Notifications

- Remote position with occasional travel. Candidates must reside in Buncombe County, North Carolina.
- Option for hybrid work at Fernleaf office in Asheville, NC.
- Hiring range: \$66,000-\$87,000
- Benefits:
 - Regular Bonus (quarterly)
 - Health Insurance

- Health Savings Account (HSA) with monthly company contribution
 - Generous vacation, sick, and medical time off (Extensive PTO package)
 - IRA with company match
 - Paid company holidays
 - Computer stipend and annual office supplies stipend
- Schedule:
 - Full-time (37.5 hours per week), Monday through Friday, 9 to 5.

Application Instructions

Please submit a letter and resume to hiring@fernleaf.us. If you have any questions, you may send them to the same email address. Virtual interviews will take place as applications come in. Position will be filled as soon as possible. Please provide up to three references on your resume.