



Lake County Watershed Coordinator

Posted Date: September 1st, 2023

Closing Date: Open until filled; early application encouraged!

Location: Lake County, Colorado

Work Arrangement: Remote position with occasional travel

Job Classification: Full-Time, Hourly (Non-Exempt)

Compensation: \$24-28 per hour, based on experience

Position Overview

The Arkansas River Watershed Collaborative (ARWC) seeks a motivated individual to oversee and manage watershed health initiatives in the upper Arkansas River basin. Reporting to the Director of Forestry (DF), the Lake County Watershed Coordinator (LCWC) plays a pivotal role in guiding the implementation of strategic projects in collaboration with colleagues, agencies, and contractors. If you are looking for a unique opportunity to positively impact the environment and be backed by a supportive team in a thriving organization, you should apply today!

The LCWC will oversee planning, on-the-ground mobilization, completion of deliverables, and comprehensive monitoring and reporting for projects in Lake County. Our ideal candidate will have experience in watershed health, forestry, restoration, project management, or another similar area. Our ideal candidate has worked with a diverse set of partners to coordinate successful natural resource projects in the past, has excellent interpersonal and communication skills, and has the flexibility and enthusiasm to help colleagues with projects.

As a small but mighty nonprofit, our staff has the opportunity to learn new skills often. Most importantly, we hope to find an engaged and versatile candidate with a thirst for knowledge and a willingness to learn for this unique position to serve the Upper Arkansas Basin communities. ARWC is poised to grow significantly in the upcoming years, offering promising advancement opportunities for qualified staff within the organization.

About Arkansas River Watershed Collaborative

ARWC addresses locally identified watershed issues for economic, ecological, and societal benefit throughout Colorado's Arkansas River Basin. We work to restore our forests and streams, build a network of informed and active community members, and provide community support when wildfires occur in the basin. Together, we work towards a healthier, more sustainable future for the Arkansas River Basin and the countless lives it touches. Find out more at arkcollaborative.org.

Location

To best serve the needs of our basin, ARWC employees are located throughout the organization's service territory. Staff work primarily from home offices and travel to project sites when necessary. The emphasis for this position is on projects in Lake County, and preference will be given to candidates residing in or near Lake County, Colorado, or willing to relocate within six months. Potential relocation assistance may be available to highly qualified candidates.

Core Responsibilities

Program Coordination (50%)

- Implement ARWC's initiatives in Lake County.
- Work with managers to formulate forest and watershed health treatments, riparian restoration, and wildfire response and prevention.
- Serve as the primary ARWC contact for program-related inquiries in Lake County.
- Conduct community outreach and collaboration efforts related to watershed health planning and implementation.

Project Development (25%)

- Assist with developing and deploying fuels reduction and slash management programs in Lake County.
- Cultivate and enhance community partnerships to advance new projects and a shared vision throughout the basin.

Monitoring and Evaluation (15%)

- Conduct site visits for progress evaluation, data collection, and documentation purposes.
- Analyze collected data to determine project efficacy and prepare comprehensive reports

Administrative & Other Duties (10%)

- Support budgeting process, grant preparation, and reporting in collaboration with the DF and Executive Director.

Minimum Requirements

- Two years of demonstrated and relevant experience.
- Demonstrated ability to coordinate multiple projects and tasks efficiently, even in a demanding environment, while consistently meeting objectives and deadlines.
- Exhibit excellent interpersonal skills, a commitment to team collaboration, and the ability to operate independently in a self-directed environment.
- Experience coordinating projects with a diverse range of partners.
- Must possess a valid driver's license and be willing to travel and use a personal vehicle, as necessary, to perform work-related activities – travel expenses will be reimbursed.
- Job duties are in various settings, including office, vehicle, or outdoors in all possible weather conditions. You must possess the physical ability to hike through Colorado's varied landscapes and travel via vehicle over rough terrain, sometimes in remote locations and in varying weather conditions. You must be able to stand, sit, walk, talk, or listen for extended periods. You may be required to carry up to 50 pounds for 100 feet.
- Successful applicants must be able to pass a background check before beginning work.
- Proficiency with Microsoft Office, Google Suite, other typical office software

Preferred Qualifications

- Demonstrated understanding of the principles of natural resources management in the Mountain West
- Degree in relevant field (watershed science, environmental science, forestry, planning, etc.)
- Experience with volunteer management, team leadership, and/or oversight of contractors.
- Experience using tools and chainsaws (or willingness to learn)
- Proficiency with ESRI, GPS, and data collection apps (ArcGIS Collector, Survey123) and experience with online platforms for grant applications and report submissions.

Compensation and Benefits

This is a full-time, hourly position with an average of 40 hours/week. Compensation is commensurate with qualifications and experience, but we anticipate hiring between \$24 and \$28/hour. ARWC offers a generous benefits package, including health insurance, life and disability insurance, paid time off (sick, vacation, holidays), SIMPLE IRA matching contributions, and flexible work arrangements.

How to Apply: This position is open until filled. Early applications are strongly recommended. Applicants should submit 1) a cover letter, 2) resume (max 3 pages), and 3) list of 3 references (in a single pdf) by e-mail to jobs@arkcollaborative.org with the subject line: Lake County Watershed Coordinator. References will only be contacted if you are selected for a final interview.

Please respond to the following questions in your cover letter

1. Why does watershed protection work in Lake County and the upper Arkansas basin matter to you?
2. Please describe your experience relevant to the position's core responsibilities.
3. Why are you interested in working for ARWC?