



Coalition for the Upper South Platte

Post Office Box 726
Lake George, Colorado 80827
EIN: 84-1469785

JOB ANNOUNCEMENT NORTHERN WATERSHED COORDINATOR

The Coalition for the Upper South Platte (CUSP) is a nonprofit watershed group, serving a 2,600 square-mile watershed southwest of the Denver Metro Area. The watershed varies in elevation from 6,000 feet to over 14,000 feet above sea level. The CUSP mission seeks to protect the water quality and ecologic health of the Upper South Watershed, through the cooperative efforts of watershed stakeholders, with emphasis placed on community values and economic sustainability.

Release Date: January 13, 2025

Application Deadline: February 28, 2025

Employment Status: Full time (32-40 hours per week)

Location: Main office in Lake George, CO. This position works primarily in the communities along the Hwy 285 corridor from Fairplay to Conifer.

Starting Pay Range: \$27 to \$30/hour **Benefits:** Competitive

Other: Flexible hours, mostly remote work, most training in Lake George

GENERAL POSITION INFORMATION

- The Northern Watershed Coordinator works independently to increase awareness and project opportunities in the northern part of the Upper South Platte watershed through outreach and flexible interaction with local communities in a synergistic manner
- Primary communities and surrounding areas to work in are Fairplay, Alma, Como, Jefferson, Grant, Shawnee, Bailey, Pine Junction, Buffalo Creek and Conifer
- Works on a variety of natural resources projects and issues
- Reports directly to the CUSP Operations Director
- Work schedule may vary - occasional weekend days may be needed
- Will have access to other CUSP staff for advice and support
- Travel outside of the watershed may at times be necessary for this position
- For full job description go to <https://cusp.ws/jobs/>

KEY RESPONSIBILITIES

- Research/apply for grants related to northern watershed projects and complete related grant reporting
- Have a thorough understanding of grant budgets
- Team with supervisor to develop goals and plans to prioritize, organize and accomplish assigned work
- Collaborate with communities, federal, state, local agencies, utility agencies, conservation districts, water districts and private landowners to plan and implement projects related to forest health, fuels reduction, river restoration, post fire recovery and recreation improvements
- Implementation of projects including: planning, inventory, flagging, GPS data collection, RFP, contractor tours, master contracts and task orders, cost share agreements and license to enter, photo documentation, forestry prescriptions, reporting, monitoring and close out
- Research and write forest agriculture plans for private landowners

- Assist CUSP Field Crew with Neighborhood Fuels Reduction Program (chipping) when needed
- Represent CUSP with Upper South Platte Partnership, Colorado State Forest Service, U.S. Forest Service, Jefferson Conservation District, Park County, Jefferson County, Douglas County, local fire districts, county emergency managers, other local groups to achieve CUSP mission and goals
- Deliver public presentations to effectively speak to natural resource issues
- Attend local meetings to increase CUSP's recognition and promote CUSP projects and opportunities and to advance the goals of Firewise and community mitigation
- Coordinate and host volunteer events in the northern watershed

REQUIRED TRAINING

- Best Mitigation Practices
- In house chain saw training to meet Basic Faller (Faller 3) criteria
- First Aid and CPR
- On-line training sessions

OPTIONAL TRAINING

- NFPA Assessing Structure Ignition
- Division of Fire Prevention and Control Certified Burner B
- Certified Sawyer for Intermediate Faller (Faller 2)
- Attend conferences related to field

OTHER

- Possess current/valid driver's license with good driving record
- Have reliable/insured personal transportation - willingness to use personal vehicle for daily travel (compensated for mileage)
- Strongly recommended that this position consider living within one of the communities within the northern watershed or at a minimum have easy access to these areas
- Other duties as assigned

EDUCATION AND EXPERIENCE

- Bachelor's degree in Natural Resources Management, Forestry, Watershed Management, Environmental Science or related course work
- 2+ years of experience in natural resources field work
- Some combination of education and experience in the above totals up to a least 36 months

HOW TO APPLY:

Interested individuals should submit the following (in pdf format):

1. **Cover Letter:** No more than three pages. Include statements describing your specific knowledge, skills and experience as they relate to this position
2. **Resume:** Maximum of four pages
3. **References:** Include at least three professional references (include phone number and email)
5. **Three ways to apply**
 - Email materials to culp@culp.ws. List Last Name_ NWC in the subject line
 - Drop off at our office during business hours (M-F, 8 to 4). 40 Cherokee Avenue, Lake George, CO
 - Mail to CUSP at: PO Box 726, Lake George, CO 80827

CUSP is an Equal Opportunity Employer and no otherwise qualified individual shall be subject to discrimination on the basis of race, color, religion or religious affiliation, sex, familial status, age, genetics, disability, or national origin in any phase of employment for this position.