



EAGLE RIVER COALITION

Protecting Our Local Watersheds

Watershed Restoration Manager Eagle River Valley with offices in Gypsum, CO

*Eagle River Coalition advocates for the health of the
Upper Colorado and Eagle River Basins through research, education and projects.*

Eagle River Coalition (ERC) seeks a Watershed Restoration Manager to oversee the logistics, budgets and timelines for our stream restoration projects and volunteer events. These restoration projects are varied, but frequently entail revegetating streambanks, installing erosion control features, improving habitat, protecting native fish and mitigating noxious weeds. The Restoration Manager serves as the point of contact for volunteers and contractors, who are utilized to expand our capacity and engage the community. Our projects support us in meeting our mission through boots-on-the-ground initiatives. The Watershed Restoration Manager reports directly to the Executive Director.

Key Responsibilities:

- Work with the Executive Director, Projects & Programs Committee, ERC Board of Directors and others to identify and prioritize projects that meet the guiding principles, initiatives and priorities in both the Eagle River Community Water Plan and Eagle River Coalition Strategic Plan.
- Oversee logistics and equipment/supplies in advance of the annual Community Pride Highway Cleanup and annual Eagle River Cleanup, as well as all projects.
- Serve as the primary point of contact for project volunteers, contractors and collaborators.
- Draft requests for proposals (RFPs), provide feedback relating to the bids and seek approval, as outlined in the ERC Procurement Policy.
- Establish project goals, timelines, and budgets.
- Implement projects, being mindful of goals/outcomes and constraints on budget and time.
- Recruit, manage and recognize project volunteers.
- Manage seasonal staff, as available.
- Work with the Education & Outreach Coordinator (EOC) to incorporate educational elements within projects when appropriate.
- Work with the Executive Director and Grants Contractor to secure necessary grant funding and funded federal agreements.
- Work with the EOC and Development Director to promote restoration work and cleanup efforts.
- Communicate volunteer, contractor and partner information with the Development Director for database capture.
- Participate in (and coordinate, as necessary) ERC meetings, events and functions.
- Attend trainings to further develop relevant knowledge and skills.
- Support management the Eagle River Community Water Plan implementation committee.
- Represent ERC on community groups, boards and committees related to projects.
- Provide support as needed to the Executive Director, Board of Directors and staff/consultants.
- Share in the responsibility of maintaining the office/workplace.
- Take on other duties as assigned.

Specific Skills Desired:

- Degree in natural resources, plus three years of relevant professional experience or an equivalent combination of education and experience.
- Project management experience.

Eagle River Coalition is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

- Demonstrated experience with process-based restoration techniques.
- GIS experience with evidence of mastery (certification, coursework, completed projects).
- Strong public speaking experience (evidenced by presentations at conferences, events and radio/TV or other evidence of mastery).
- Strong track record of fostering collaborative relationships and facilitating conversations among diverse communities.
- Persuasive or technical writing experience (grant writing, newspaper articles or related) with an attention to detail.
- Experience planning and facilitating meetings, evidenced through chairing of a committee or the like.
- Experience developing and managing project budgets.
- Wilderness First Aid certification, within 6 months of hire.
- Proficiency with Excel, Word, PowerPoint, Canva, the Google Suite and ERSI GIS software.
- A willingness to learn and expand skills as necessary.

Expectations for employment: ERC has a commitment to our staff culture and expects employee conduct that protects that culture. Our employees are self-starters with positive outlooks and have good organizational skills, attention to detail and clear focus on priorities. Our staff are creative, forward-thinking planners who are comfortable dealing with diverse community stakeholders, board members, and donors. Our staff are reliable and strong communicators. They are hard workers who are able to ask for direction and collaborate as part of a team. Our staff supports each other and offers assistance to each other whenever possible. We appreciate staff who are enthusiastic individuals with a sense of humor and passion for rivers and our natural world.

Compensation & Benefits: Full-time, exempt salaried position. Position salary range is \$55,000-75,000. Competitive benefits include health insurance stipend, paid vacation and holidays, sick leave beyond state requirements, wellness reimbursement (ski pass, gym membership, etc.), retirement plan with employer match.

Other Details: Typical business hours with some evening/weekend events. Flexibility available. Work requires some physical exertion such as walking, standing, lifting (up to 50 lbs), carrying, or similar activities, sometimes in inclement weather.

How to Apply: Send a cover letter and resume to jobs@eagleriverco.org. Applications will be accepted until the position is filled. For more information about Eagle River Coalition, please visit eagleriverco.org.