



EAGLE RIVER COALITION

Protecting Our Local Watersheds

Watershed Restoration Manager Eagle River Valley with offices in Eagle, 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 Director of Watershed Restoration.

Key Responsibilities:

- Work with the Director of Watershed Restoration (DWR), Projects Committee, ERC Board of Directors and others to support implementation of the Eagle River Community Water Plan
- Manage restoration projects to accomplish organizational goals within budget constraints while ensuring project completeness and grant reporting where necessary
- Serve as the primary point of contact for project volunteers, contractors, partners, and collaborators for restoration projects managed by the Watershed Restoration Manager
- Oversee and coordinate ERC's RiverWatch water quality monitoring sites
- Oversee the Operations Coordinator on logistics, equipment/supplies and volunteer management in advance of the annual Community Pride Highway Cleanup and annual Eagle River Cleanup
- Draft requests for proposals (RFPs), provide feedback relating to the bids and seek approval, as outlined in the ERC Procurement Policy
- Recruit, manage, coordinate and recognize project volunteers
- Work with the Community Engagement Manager (CEM) to incorporate educational elements within projects where appropriate
- Work with the team to work to write and secure necessary grant funding and federal funding agreements to move projects forward
- Work with the CEM, DWR, and Development Director to promote restoration work and cleanup efforts
- Support management of the Eagle River Community Water Plan Advisory Council
- Represent ERC on community groups, boards and committees related to projects as assigned
- Provide support as needed to the 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 and volunteer management experience
- Demonstrated experience with process-based restoration techniques, preferred
- Strong public speaking experience
- Strong track record of fostering collaborative relationships and facilitating conversations among diverse communities

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.

- Persuasive or technical writing experience (grant writing, newspaper articles or related) with an attention to detail
- Experience in planning and facilitating meetings
- Experience developing and managing project budgets
- Strong communication and group coordination skills
- Proficiency with Excel, Word, PowerPoint, Canva and Google Suites
- 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, good organizational skills, attention to detail and a 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 members 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. Must have a valid Driver's License and pass a background check.

Compensation & Benefits: Full-time, exempt salaried position. Position salary range is \$60,000-70,000. Competitive benefits include health insurance stipend, paid vacation and holidays, sick leave beyond state requirements, wellness reimbursement, and 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. Fill out the online application form on our website. Applications must be received no later than March 25th. Applicants are encouraged to apply as soon as possible. For more information about Eagle River Coalition, please visit eagleriverco.org