The Coalition for the Poudre River Watershed (CPRW) is hiring a **Watershed Project Manager**. If you are a smart, energetic restoration professional who is passionate about keeping the Poudre River watershed resilient, then CPRW has an opportunity for you to share that passion with others.

**About CPRW**
CPRW is a nonprofit dedicated to building a healthy and resilient Cache La Poudre Watershed. Our mission is to improve and maintain the ecological health of the Poudre River watershed through community collaboration. CPRW began as an informal collaborative effort that formed after the High Park Fire in the summer of 2012. In May 2013, CPRW was officially formed and is now a registered 501(c)3 non-profit. By planning, working, and fundraising together, we were able to treat more high priority burn areas in the High Park Fire. CPRW and its stakeholders completed watershed plans for both the upper Poudre watershed and lower Poudre watershed that defined and prioritized areas to increase watershed resiliency by reducing the negative impacts from threats like wildfires, floods, etc. Since completing these plans, we have been working with our partners and stakeholders to implement critical wildfire risk reduction and watershed resilience projects in high priority areas. We are currently focused on mitigating impacts from the Cameron Peak Fire, advancing our watershed resiliency efforts in the lower Poudre watershed, and through the Northern Colorado Fireshed Collaborative, actively planning and implementing landscape-scale wildfire mitigation and forest restoration treatments to increase forest resilience.

**General Job Description**
The Watershed Project Manager will assist CPRW with its continued efforts to manage, design, and implement restoration projects in the lower Cache la Poudre watershed, and lead the reforestation effort in the Cameron Peak Fire burn area. The Project Manager will also lead CPRW’s citizen science water quality monitoring program and assist with the River Health Assessment Framework planning across the watershed. The candidate will assist with stakeholder and community outreach efforts, lead monitoring efforts and other field work and assist with GIS/spatial analysis work in the watershed. The Project Manager will work closely with agencies, nonprofits, individuals, researchers, landowners and other identified stakeholders to implement priority projects, facilitate stakeholder meetings, conduct community outreach and other general communication or non-profit program tasks.

We are seeking an individual that shares our values, has a strong watershed science and project management background, is an independent worker that is self-motivated, a strategic thinker, well-organized, and enjoys working with people from diverse backgrounds.
Position Details

Manage CPRW’s Lower Poudre Watershed Projects (35%)

- Help manage and seek funds for CPRW’s ongoing lower Poudre projects including the Whitney-BH Eaton Fish Passage Design Project and the Reach 13 River Resiliency project
- Help identify and select appropriate sub-contractors and work with them to design and implement restoration projects in the lower watershed
- Track restoration work progress and prepare project reports as necessary
- Work with the Lower Poudre Steering Committee and landowners to identify future project areas

Assist with the Cameron Peak Fire Reforestation Group (10%)

- Manage coordination of the Cameron Peak Fire Reforestation Group (setting agendas, meeting notes, action items etc.)
- Work with members of the Reforestation Group to identify planting locations based on The Nature Conservancy’s climate model
- Work with private landowners to coordinate reforestation efforts and to secure access
- Manage planting efforts for the Group across the burn area through 2023

Assist with Cameron Peak Fire recovery (10%)

- Help coordinate post fire projects on private lands with staff or non-profit partners
- Assist with data collection efforts on CPRW’s post-fire project sites
- Help manage crews working in the burn area

Manage CPRW’s Citizen Science Water Quality Monitoring Program (15%)

- Recruit and train volunteers each year
- Manage volunteers throughout the sampling season (April-November)
- Work closely with partners at the USFS Rocky Mountain Research Station to collect and manage data and plan for each season
- Maintain CPRW’s Quality Assurance Quality Control Plan and Standard Operating Procedures
- Manage data and maintain field equipment

Stakeholder and Partner Coordination (25%)

- Leading coordination of CPRW’s Lower Poudre Steering Committee (setting agendas, meeting notes, action items, etc.)
- Assist with the coordination of the River Health Assessment (RHA) planning efforts for the Poudre watershed
- Represent CPRW at the Preble’s Meadow Jumping Mouse Site Conservation Team (SCT) quarterly meetings
- Attend Northern Colorado Fireshed Collaborative meetings and assist with projects/collaborative opportunities as they arise

**Grant Writing, Administration and Outreach (5%)**

- Assist with office administration
- Assist with grant research and writing
- Tracking budgets, contract payments, and grant reimbursements
- Attend community outreach events when additional staff support is needed

**Minimum Qualifications**

- Bachelor's in a relevant discipline (watershed science, restoration, hydrology, wildfire ecology, geomorphology, river/riparian ecology, natural resource management, or related field)
- 1-3 years' work experience in watershed science, restoration, and project management
- Working knowledge of watershed issues, ecology and restoration techniques for western streams and forests
- Experience with habitat and water quality monitoring including data collection, management, analysis, and reporting.
- Knowledge of wildfires, their ecology, and impacts on watershed functions and ecosystem services
- Basic GIS skills
- Experience with volunteer management
- Strong project management skills and ability to effectively multitask
- Proficient communication skills (writing and public speaking)
- Comfortable working with diverse audiences (private landowners, agency staff, scientists, etc.)
- Proficiency with MS Office (Excel, Word, Outlook), databases, and comfortable with technology such as Zoom, Google Workplace etc.
- Must have a valid driver’s license or the ability to obtain a driver’s license or access to a licensed driver by the employment start date
- Genuine passion for our mission
Preferred Qualifications

- A master’s degree in a relevant discipline (watershed science, restoration ecology, wildfire ecology, hydrology, geomorphology, ecology, soils, natural resource management, or related field)
- 3-5 years’ work experience in project management, watershed science, restoration, or similar discipline
- Advanced GIS and spatial planning skills for watershed analysis purposes
- Experience with designing or planning restoration projects, preferably in the Rocky Mountain West
- Proven ability to facilitate meetings and working groups involving multiple stakeholders
- A proven track record of leading a team to complete projects, including working with sub-contractors on project implementation
- Ability to manage complex project logistics to keep projects meeting milestones while managing tight timelines for project deliverables
- Experience with nonprofits and grant writing

Working Conditions

This job will require working in an office setting and field setting. Field conditions may include varying and extreme weather conditions, cold, heat, sun exposure, wet weather, potential exposure to irritants such as dust. Field conditions could include steep, unstable terrain, proximity to fast-moving water, proximity to highway traffic, and other typical conditions associated with travel in the foothills of the Poudre Watershed. Position may include working weekends and evenings. Participation in volunteer restoration days and other field tasks is expected to include activities such as lifting, bending, stooping, squatting, kneeling, pulling, pushing, and reaching overhead and above shoulders, using tools, using your hands and fingers, walking, standing, and sitting for extended periods of time. Duties will also include driving of employee’s personal vehicle (with mileage reimbursement).

Position Summary

Expected start date: Monday, May 23, 2022
Salary range: $46,000-$53,000, depending on experience
Full-time (40hrs/week)
Position reports to the Executive Director
Access to a car required (mileage reimbursed at federal rate)
Position will be housed in Fort Collins, CO with flexibility to work from home as needed
Benefits: 3% employer retirement match plan; monthly stipend; PTO provided
How to Apply

Applications due close of business on March 25, 2022. Please send a cover letter, resume, and three references to hallys@poudrewatershed.org. Please include your last name – Watershed Project Manager position into the subject. No phone calls please. Applications may be mailed to Coalition for the Poudre River Watershed, 320 East Vine Dr, Ste 317, Fort Collins CO, 80524.

The Coalition for the Poudre River Watershed 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.