

## **San Juan Watershed Group (SJWG) Watershed Coordinator Position**

The San Juan Watershed Group is seeking a Watershed Coordinator to plan, seek funding for, and implement projects which will improve water quality in the San Juan, Animas, and La Plata Rivers.

The ideal candidate will be someone who is excited to work with landowners in San Juan County, NM on projects that improve the land and benefit water quality. S/he enjoys working in an independent contractor setting, and has the drive to seek / find creative opportunities to grow partnerships and expand the watershed group.

### **Project Management**

The Coordinator will oversee planning and implementation of water quality improvement projects for all current grants, with the input and guidance of the steering committee. Coordinator will identify priority projects from existing and future planning documents (including the Lower Animas Watershed Based Plan), get landowner permissions, and provide oversight for on-the-ground work. Coordinator will be the “go-to” person for all elements of the project, including communication and scheduling of contractors, contractor site visits, keeping projects on schedule/within budget, reporting projects’ progress to funders and partners, and leveraging existing work to develop new project opportunities.

The following funded projects will be managed by the Coordinator over the next two years:

- In-stream irrigation diversion improvement project, with streambank stabilization and riparian planting elements;
- Riparian pasture fencing and streambank stabilization project;
- Manure management and pasture improvement at local equine rescue;
- Sediment fence erosion control project up/downstream from irrigation ditch arroyo crossing;
- Low Impact Development/Green Infrastructure workshop and demonstration project;
- Identification, development, and implementation of agricultural best management practice projects that will reduce bacteria loads to waterways. Includes outreach to landowners, and project prioritization to effectively get \$140,000 in bacteria remediation funds on the ground;
- Completion of watershed-wide water quality and GIS database.

Coordinator’s interest and experience in GIS, water quality sampling, research and data analysis, watershed planning, EAs and NEPA compliance, and/or youth education may open doors to additional funding opportunities.

### **Fund Development**

Funding for this position is entirely grant-dependent, and is currently secured into 2019 (see “Compensation” for details). Coordinator will lead the effort to apply for additional grants (in cooperation with steering committee and San Juan SWCD) to secure the funds necessary to continue the position and fund future restoration and outreach projects.

- Research, prepare, and submit grant proposals to secure future funding

## **Outreach, Communications, and Watershed Group Function**

The Watershed Coordinator will be the face of the San Juan Watershed Group, and will promote the organization's mission on a number of levels. S/he will promote the public image and goals of the SJWG and encourage greater stakeholder participation through public outreach events, partnership building, and volunteer recruitment.

- Provide leadership in developing strong working relationships among steering committee members, stakeholders, and other federal, state, and local government agencies;
- Represent the SJWG at other local meetings related to watershed activities and water quality;
- Conduct informational and educational activities related to water quality and SJWG activities through the use of displays, newsletters, group presentations, demonstrations, public service announcements, news releases, SJWG website, and social media;
- Provide timely reports and updates to the Steering Committee and Conservation District Board;
- Coordinate subcommittee meetings including preparation of agenda, minutes, and follow up task reminders;
- Maintain accurate and well-organized records;
- Support the steering committee in strategic planning for the future of the group.

## **Skills Required:**

- Ability to work independently and multi-task on several different projects and activities at the same time while providing timely follow-up to cooperators and project partners;
- Understanding of watershed management concepts and the ability to present and explain watershed management topics to individual landowners, various agencies, local sponsoring organizations, and other conservation partners;
- Excellent written and oral communication skills including experience giving presentations to groups with various ages and backgrounds;
- Knowledge of agricultural conservation practices that address non-point source pollution (cover crops, buffer strips, nutrient management, grassed waterways, etc.);
- Established relationships within the San Juan Watershed community, or demonstrated ability working with similar communities elsewhere;
- Experience and proven track record in grant writing and fundraising;
- Strong computer skills including experience with ArcGIS, Microsoft Word, Excel, and PowerPoint. Experience with Access, Publisher, and WordPress desirable;
- Four year college degree in a Natural Resources related field, or equivalent work experience;
- Ability to work effectively with co-workers and the general public;
- Valid driver's license, vehicle, and insurance;
- Ability to work in a field setting which may include walking in rough terrain & lifting up to 50 lbs.

**Compensation:** Funding for this half-time position (approximately 20-30 hr/week) will average \$3,625 per month. Additional compensation for job-related use of private vehicle will also be available. This is a contractor position without benefits; contractor will be responsible for all applicable taxes, and will furnish their own office space, phone, and computer.

**To Apply:** Send cover letter and resume as a single PDF to [sanjuanwatershedgroup@gmail.com](mailto:sanjuanwatershedgroup@gmail.com) by Monday November 6, 2017 at 3:00pm. Please include contact info for three professional references.