



Water Transactions Coordinator

Organization

The Colorado Water Trust is the only statewide nonprofit solely dedicated to restoring flows to Colorado's rivers in need. By working within Colorado's water law system, we take the tools that were created to withdraw water from rivers and instead use them to do the opposite: return water to rivers with low flows or no flows at all. Together with our diverse partners throughout the state, we are restoring habitat for fish and other wildlife, improving local economic opportunities, and, where lost, returning to Colorado's landscape the beauty of a flowing river. Since our inception in 2001 we have grown to a staff of eight with an office based in Denver and staff strategically located both on the Front Range and across the state. The Colorado Water Trust has a committed and knowledgeable board of directors and staff with exceptional expertise, talent and motivation as well as a passion for our mission. Internally, we promote a collaborative and supportive work environment, innovative ideas, flexibility, respect and work-life balance. To learn more about our current programs, priorities, and our team, please visit www.coloradowatertrust.org.

Position Summary

The Water Transactions Coordinator will evaluate, develop, implement, and steward flow restoration projects throughout Colorado using collaborative, voluntary, market-based approaches. S/he will work in a team environment under the direction of the Director of Programs, with a self-starting and entrepreneurial ethos.

The ideal candidate will share our passion for Western water and healthy rivers, be adept at thinking innovatively to advance the Water Trust's goals, have excellent communication and interpersonal skills in addition to technical skills, be comfortable communicating complex technical information to a variety of audiences, and be persistent despite occasionally skeptical audiences and difficult, long-term projects.

Essential Duties

- Conducts technical evaluation of potential projects, including water availability analysis, water rights due diligence, historical consumptive use and stream depletion analyses, and analysis of streamflow needs to support healthy aquatic habitats.
- Conducts site visits to support the development, implementation, and stewardship of streamflow restoration projects across the state.
- Represents the Water Trust in front of agricultural interests, water users, NGO groups, watershed groups, and state and federal agencies.
- Supports stewardship of the Water Trust's existing projects, including monitoring climate conditions and project water use, guiding project implementation and operations, and reporting project impacts.
- Develops and maintains relationships throughout the water community, based on integrity, confidentiality, and mutual understanding.
- Prepares technical memos, reports, grant reports, and presentations.
- Prepares web content, newsletters, blogs, and other project-related communications.
- Participates in general organization fundraising efforts (e.g., events and letter writing)
- Performs other duties as assigned.

Minimum Qualifications

- Bachelors or higher degree or equivalent experience in agricultural or water resources engineering, natural resources, environmental or physical sciences, law, or closely related field.
- 2-5 years' experience (including graduate work if relevant), with strong interest in western water rights, conservation, and water issues in the west.
- Proficient in Microsoft Office Suite, including Excel, Word, PowerPoint
- Passionate belief in the mission of the Colorado Water Trust.
- High degree of integrity, professionalism, and attention to detail.
- Excellent written and verbal communication skills.
- Ability to work both independently and as part of a team.
- Ability to effectively balance multiple competing projects and issues.
- Strong interpersonal skills and ability to establish and maintain effective relationships over time.
- Valid driver's license and ability to travel extensively throughout Colorado.

Additional Preferred Skills

- Proficiency in ArcGIS.
- Experience with grant applications.
- Willing to exceed expectations to get the job done.
- Sense of humor.

Compensation

This is a full-time, 40-hour per week, exempt position. The Colorado Water Trust offers a competitive benefits package including a comprehensive insurance package that includes health insurance, long- and short-term disability, life, vision, and dental; an FSA; generous paid time off; other need-based leave; and a retirement fund with employer contributions.

Application Procedure

Please submit a resume, cover letter, and three references by December 1, 2021, via e-mail to admin@coloradowatertrust.org with "Water Transaction Position" in the e-mail subject line. No calls or drop-ins, please.

Location

The Water Trust works statewide. We are based in our office in Denver, Colorado, but most employees spend a large percentage of their time working virtually.

Colorado Water Trust is an equal employment opportunity (EEO) employer.