

POSITION DESCRIPTION



TITLE: Mine Reclamation Project Manager
DEPARTMENT: Western Water and Habitat Program
REPORTS TO: Colorado Abandoned Mine Land (AML) Program Manager
POSITION TYPE/HOURS: Full time/40 hours
DATE: 03/25/19

POSITION SUMMARY

This is an exciting opportunity to join Trout Unlimited and use your talents to improve water quality and fisheries in Colorado watersheds impacted by historic hardrock mining. TU is hiring a self-motivated and highly capable person to facilitate and execute abandoned mine land reclamation and stream reclamation projects in watersheds across Colorado. This project manager will take projects from start to finish, which consists of developing project concepts, obtaining project funding, and managing project implementation.

TU started its Abandoned Mine Land (AML) Reclamation Program in 2004 to address what the organization feels is one of the most important, yet least addressed issues facing headwater streams in the West. In many ways the state of Colorado has become the epicenter of our work, providing some of the highest profile mine reclamation projects we have tackled to date. Colorado has also been in the public eye when it comes to AML issues with the past event at the Gold King Mine in 2015, and the current push for Good Samaritan legislation being spearheaded by our current Senator and Representative. The combination of dramatic landscapes, ubiquitous legacy mining activity, and a populous state creates a setting that is well-suited to showcase our mine reclamation work.

TU has secured two years of funding for this position. The successful applicant will work with TU staff and stakeholders to secure additional funding for project activities and to cover core operational costs to sustain the program in future years. This new position will add to our current staff of one project manager and one program manager – both currently working on abandoned mine reclamation projects in Colorado and neighboring states.

The office location for this position is flexible, but the position requires travel throughout the state, particularly in Summit, Clear Creek, Gilpin, Park, Denver and Boulder counties. Specific focus will be along, and throughout the Front Range of Colorado so applicant will need to be within proximity to those areas. Additionally, travel to occasional staff meetings and conferences outside the state will be necessary. It should be noted that a high frequency of in-state travel (>60%) is required during field season that can commonly last from June until October every year.

DUTIES AND RESPONSIBILITIES

The primary job responsibility for this position will be the management of mine reclamation projects (including obtaining project funding and facilitating/overseeing project implementation) and coordination with local and regional stakeholders to develop and execute those projects. The successful applicant also will be expected to collaborate with and support Colorado Trout Unlimited's efforts and develop volunteer opportunities, as appropriate.

- Manage and coordinate abandoned mine land reclamation and construction projects of varying scope; construction oversight and verification of design specifications during implementation.
- Develop requests for proposals, evaluate proposals, and solicit contractor bids for projects with varying deliverables and budget.
- Coordinate and implement water and soil quality monitoring activities on TU-led projects, as well as agency projects; interpretation of water quality results to support decision-making regarding project success and future reclamation needs.
- Generate project funds through grant writing and provide regular updates to granting agencies through reports and invoicing.
- Scientific writing of watershed-based plans, post-project reports, and concept papers.
- Outreach and travel to TU functions and chapter meetings across the state.
- Engage private landowners in project work and work with a broad group of project partners from local, state, and federal organizations.
- Work closely with other TU Colorado Abandoned Mine Reclamation staff and stakeholders to develop and implement reclamation projects.
- Work with local/regional partners and TU staff to fundraise for both program and project support, including identifying potential funding sources, drafting grant proposals, and developing relationships with funders.
- Perform administrative duties including contracting, grant reporting, invoicing, and budget management.

QUALIFICATIONS

- Bachelor's degree required; graduate degree a plus.
- 1-5 years of relevant professional experience
- Degree of study should be focused in natural resource management, sciences, geology, or an applicable engineering discipline
- Experience with construction oversight, reclamation, conservation, and project management a plus.
- Demonstrated performance in grant writing and other fundraising activities.
- Experience in fisheries, water quality, or fluvial geomorphology a plus.
- Excellent written and oral communication skills are required, as well as ability to manage multiple deadlines simultaneously.
- Ability to work independently and in partnership with other TU staff, landowners, and partners to complete complex projects.

- Willingness to travel within the region as necessary; Valid driver's license and own vehicle required.
- Applicant should be able to lift >50 pounds and be proficient in a backcountry hiking situation.
- Working knowledge of Microsoft Office programs required, and GIS and CAD software experience strongly preferred.
- Strong organizational and time management skills with exceptional attention to detail and ability to work remotely without close oversight
- High energy and a passion for protecting and restoring trout fisheries and their watersheds.

HOW TO APPLY

Please submit a resume, cover letter, and three professional references to David Stillwell at dstillwell@tu.org. No phone calls please.

Applications will be accepted until the position is filled.

This is not an all-inclusive list of duties and responsibilities.

TU is an Equal Employment Opportunity & Affirmative Action Employer pursuant Section 503 of the Rehabilitation Act & Vietnam Era Veterans Readjustment Assistant Act.

TU hires staff without regard to race, color, religion, national origin, age, gender, sexual orientation, marital status or disability.

Please fill out this [voluntary form](#) and submit it with application package.