



## POSITION DESCRIPTION

**TITLE:** Northern New Mexico Project Manager  
**DEPARTMENT:** Western Conservation  
**REPORTS TO:** New Mexico Restoration Program Manager  
**POSITION TYPE/HOURS:** full time/40 hours per week  
**DATE POSTED:** April 16, 2024

### POSITION SUMMARY

Trout Unlimited seeks to hire a self-motivated and highly capable person to identify, plan, and implement river and watershed restoration projects across northern New Mexico, with an emphasis on the Upper Rio Grande Basin. Projects may include stream and aquatic habitat restoration, aquatic connectivity, removal or installation of fish barriers, water conservation and irrigation improvements, and other measures that protect or restore wild and native trout populations.

The project manager will work collaboratively with partners of diverse backgrounds and interests in primarily rural settings. She/he will secure grants and raise funds to cover project costs, in collaboration with TU's New Mexico Restoration Program Manager and development team. The project manager will represent TU in a variety of settings, including placed-based collaboratives, and work closely with grassroots TU volunteers and local community partners.

Successful candidates will demonstrate strong project management skills, attention to details, and an ability to work with diverse stakeholders in mostly rural settings. An understanding of river and watershed restoration, aquatic ecology, western water issues, working agriculture, and partnership building are essential. The position also entails organizing volunteers to participate in restoration projects, collaborating with agency partners, and working in remote areas, primarily on national forest lands.

The position is based in northern New Mexico, exact location negotiable.

### DUTIES AND RESPONSIBILITIES

- Develop and maintain relationships with agency partners, including the U.S. Forest Service, U.S. Fish & Wildlife Service, and New Mexico Department of Game and Fish.
- Work closely with diverse stakeholders to implement projects that benefit aquatic resources, including Rio Grande cutthroat trout populations, in remote settings.
- Manage grant agreements and project budgets.
- Contract with consultants and contractors to design and construct restoration projects.
- Write grant proposals, with an emphasis on state and federal grant programs.
- Monitor and report on project results.
- Attend New Mexico TU volunteer leadership meetings and communicate regularly with TU members to understand and serve member engagement needs.

- Collaborate with TU communications staff to convey the benefits of the conservation work to decision-makers and other target audiences.
- Non-supervisory position.

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

### DESIRED QUALIFICATIONS

- A B.S or M.S. degree in fisheries management, ecology, hydrology, engineering, or a related field.
- Two years of relevant experience in watershed restoration, fisheries biology, environmental policy, or similar field.
- Demonstrated project development and management skills.
- Excellent interpersonal and communications skills (written and oral).
- Professional experience working with landowners, state and federal agencies, and other interested parties in a collaborative setting.
- Familiarity with stream restoration techniques.
- Experience with grant writing using Microsoft Office products.
- Passion for organizing and motivating people.
- Ability to problem solve and think creatively to achieve a conservation mission.
- Strong time-management and organizational skills, with exceptional attention to detail.
- Ability and willingness to travel. Valid driver's license and vehicle are required (4x4 vehicle is beneficial).
- Experience in remote and backcountry environments.
- Independent and self-motivated individual capable of operating on their own.
- Passion for trout, rivers, conservation, and the watersheds of New Mexico.

### SALARY AND BENEFITS

TU understands that life outside of work is important and we strive to foster a healthy work-life balance and a fun family-friendly work culture. This is a full-time position with a generous benefits package. The salary range is \$55k - \$65k annually.

At TU, we value diversity, and we actively seek candidates who come from communities that have been historically under-represented in conservation and those who have been directly impacted by degraded rivers and watersheds. We are committed to building space for all people to participate in our work to build resilient communities and watersheds.

We are proud to be an equal opportunity employer and welcome you to read more about TU's equity practice and values <https://www.tu.org/equity/>.

### HOW TO APPLY

Please provide a resume and cover letter, including three professional references, to Trout Unlimited via our online job application system. We will review applications on a rolling basis, beginning on May 1st. The position will remain open and posted until filled.