

JOB ANNOUNCEMENT

Application Deadline: August 15, 2024

Job Title: Natural Resources Project Manager

Location: San Antonio, Texas

Compensation: Salary commensurate with education and experience up to \$50,000 year with health insurance reimbursement, paid vacation and holidays. Opportunities for advancement.

Company Overview:

The Greater Edwards Aquifer Alliance (GEAA) unites Texans to promote effective, broad based advocacy for preservation of our water resources. We build support for conservation and sustainable management of the Edwards and Trinity aquifers, springs and contributing watersheds, flora and fauna, and the quality of life, history, and culture of the Texas Hill Country.

GEAA is a non-profit organization uniting fifty-nine member groups from twenty-two counties in Central Texas. GEAA works to build statewide support for the conservation and sustainable management of the Edwards Aquifer Ecosystem. For more information, please visit: www.AquiferAlliance.org.

Job Summary:

As the Natural Resources Project Manager, you be responsible for managing the development and implementation of identified programs and projects, ensuring that goals are fulfilled in a timely and professional manner. Programs may include educational outreach, natural resource management training, policy and project development, implementation of projects, securing funding with partners, grant writing, and other initiatives as needed to support GEAA in achieving our mission.

Key Responsibilities:

1) Project Planning and Management:

- Lead the planning, development, and execution of natural resource projects, ensuring alignment with organizational goals and objectives.
- Establish project timelines, budgets, and milestones, and monitor progress to ensure timely completion within budget constraints.
- Coordinate with internal teams, grant funders, and external partners to allocate resources effectively and manage project logistics.
- Prepare progress reports, presentations, and grant proposals to communicate project outcomes to stakeholders, funders, and the broader community.

2) Education and Outreach:

- Develop educational materials and programs that promote awareness of natural resources management principles and encourage stewardship of the Texas Hill County's ecosystem.

- Evaluate outreach strategies to identify strengths and areas of improvement and adapt outreach strategies to maximize effectiveness and reach the appropriate audiences.
- 3) Stakeholder Engagement:
- Cultivate and maintain relationships with key stakeholder, including landowners, government agencies, non-governmental organizations (NGOs), and community members, to foster collaboration and support for project efforts.
 - Facilitate appropriate outreach efforts to solicit feedback, build consensus, and promote community involvement in project efforts.
- 4) Team Leadership
- Provide leadership and guidance to project team members, including staff, contractors, and volunteers, to foster a collaborative and productive work environment.

Qualifications:

- Possession of a bachelor's or master's degree in ecological restoration, range management, environmental science, ecology, soils, agriculture, forestry, natural resources, resource management, or a related field
- Minimum of 2 years of experience in project management, preferably in the field of conservation or environmental management.
- Strong knowledge of the ecology, geology, and hydrology of the Texas Hill Country.
- Experience working with diverse stakeholders, including landowners, government agencies, and nonprofit organizations.
- Excellent communication, negotiation, and interpersonal skills.
- Knowledge of the grant application process and principles.
- Strong writing skills to assist in grant writing and project reporting.
- Proficiency in standard software tools
- Ability to work independently and collaboratively in a dynamic and fast-paced environment.
- Ability to perform all the physical requirements of the position.
- Valid Texas Drivers License.

Preferred Qualifications:

- Knowledge of the principles and practices of natural resources management including those on an ecosystem scale; watershed protection plans, use of development codes and park lands, adherence to current water quality and floodplain ordinances, and use of public policy to achieve greater protection of water resources.
- Proficiency in GIS tools and reading contour maps
- Knowledge of federal, state and local laws that govern the use and protection of the Texas Hill Country's natural resources
- Knowledge of plant and soil ecology, ecoregions, soil characteristics, wetlands, riparian systems, role that ecosystems have on air and water quality, etc.



Please Note: Experience in fulfilling all aspects of this position is not required, GEAA is willing to train as needed.

Additional Requirements:

Must be able to work as needed from the office of the Greater Edwards Aquifer Alliance in San Antonio, Texas. Some work may be done remotely, and some travel within the [twenty-one counties of GEAA's service area](#) may be required.

Office hours are flexible, usually from 10:00 am to 6:00 pm Monday through Friday. Occasional weekends and after hours may be required.

The employee will work under the supervision of the Executive Director and will perform duties as needed for the Greater Edwards Aquifer Alliance (GEAA).

How To Apply:

GEAA is proud to be an Affirmative Action, Equal Opportunity Employer. Its employment decisions are made without regard to race, color, religion, gender, national origin, age, disability, marital status, veteran or military status or any other legally protected status.

To apply send a cover letter, resume (including pertinent course work and certifications is recommended), writing sample, and a list of references to:

Email: annalisa@aquiferalliance.org, write **Job Application** in subject line

Mail to: Greater Edwards Aquifer Alliance, Attention- Annalisa Peace, PO Box 15618, San Antonio, Texas 78212

Questions:

Contact Annalisa Peace at annalisa@aquiferalliance.org or at 210-320-6294