

## **Outreach and Engagement Project Coordinator**

Part time, Contractor, Hourly Salary based on experience  
Flexible hours, 20-40 hours/week based on project timing  
*Submit Letter of Interest and Qualifications by June 21, 2019*



The Community Agriculture Alliance (CAA) is a Colorado incorporated, non-profit community organization serving the Yampa River Valley. The CAA was established in 1999 to ensure that the agricultural community remain active and vital in the Yampa River Valley for generations to come. The CAA's mission is *“To preserve the agricultural heritage of the Yampa River Valley by initiating, supporting and encouraging actions, programs and policies that mutually benefit and connect agricultural producers and consumers”*. As part of the mission, CAA provides a leadership role and contracts with the Yampa White Green Rivers Basin Roundtable to implement water education, outreach and engagement programs with agriculture producers in the region.

### **Job Summary**

The Outreach and Engagement Coordinator will support CAA involvement in the Basin Roundtable's [Integrated Water Management Plan](#). (IWMP) CAA provides leadership and support for the stakeholder engagement process, which is integral to the IWMP success. The Coordinator will provide resources, support and guidance for the outreach and engagement process. Key stakeholders include agriculture producers, water right owners and landowners. The position is a grant funded, part time contractor position with funding through June 2021. Based out of CAA offices in Steamboat Springs, with flexibility and region wide travel expected.

### **Tasks**

- Support development of stakeholder engagement plans and process for broad reaching, inclusive outreach, engagement and communications
- Provide support and resources for engagement plan implementation and on-going problem solving
- Attend IWMP related meetings and provide leadership for stakeholder engagement process
- Support design of water rights education program in collaboration with Colorado Division of Water Resources for regional water right owners
- Establish engagement performance measures and data collection
- Event coordination – assist with event logistics including planning, promotion and implementation
- Provide support and coordination for IWMP Segment Coordinators
- Assist with related communications and grant reporting requirements
- Provide leadership and representation at related water planning meetings
- Support CAA organizational objectives and strategic anchors

### **Knowledge, Skills and Requirements**

- Experience designing and implementing outreach and community engagement projects
- Broad understanding of water management and agriculture
- High level of organization and communication skills
- Expertise and direct experience with rural community engagement strategies
- Possess ability to work individually and as a team member
- Ability to establish and maintain positive relationships with wide variety of community members and partnering organizations
- Must provide a personal vehicle for all related travel and be privately insured

***Submit Letter of Interest and Qualifications to Michele Meyer at [michele@communityagalliance.org](mailto:michele@communityagalliance.org)***

*Community Agriculture Alliance*

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