



About the Organization

At Watershed Management Group (WMG), we envision a world where the relationship between the Sonoran Desert and its people creates prosperity for all. This includes all people, plants, animals, land, and waters of the United States, Mexico, and Native American nations found in the Sonoran Desert. Our mission is to develop and implement community-based solutions to ensure the long-term prosperity of people and health of the environment. We provide people with the knowledge, skills, and resources for sustainable livelihoods.

At the core of our work is the value and practice of diversity, equity, and inclusion with the goal of advancing care for people and the environment. In recruiting for our team, we welcome the unique contributions that you can bring in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expression, nation of origin, age, languages spoken, veteran's status, color, religion, disability, sexual orientation and beliefs.

Job Title: Community Engagement and Education Project Manager

Supervisor: Community Conservation Director

Start Date: July 2024 or when position filled

Location: Tucson, AZ, occasional work in U.S.-Mexico border region and Phoenix

Hours: Full time hourly position with benefits, either 36-40 hours, or 30+ hours; Weekly hours include some evening and weekend hours for community events and meetings

Pay: \$24 – 28, hourly

Benefits: Full benefits including paid time off, Simple IRA matching retirement fund, and health care coverage, alternative transportation benefits

Job Description: The Community Conservation Project Manager will provide support for WMG community conservation-based initiatives, educational instruction, and projects to serve primarily marginalized neighborhoods across Tucson including as part of GROW Tucson. GROW Tucson is a collaborative effort with the City of Tucson, *Tucson Audubon Society*, *Tucson Clean & Beautiful (TCB)*, *Sonoran Environmental Research Institute (SERI)*, *Iskashitaa Refugee Network (IRN)* and WMG centering on equity and environmental justice, supporting workforce development and community engagement. Aligned with federal and state goals, GROW Tucson aims to establish tree canopy in historically disinvested areas while addressing issues like heat, flooding, and community trust. The project manager will assist with teaching of and follow up from the rain garden educational workshops at the Living Lab and Learning Center, local schools, residential homes, and community centers in the greater Tucson community. Furthermore, they will provide A) support community-centered green infrastructure and restoration projects, B) instruct rainwater harvesting classes, and C) support a variety of events at WMG's Living Lab.

In addition to the GROW Tucson collaborative the Community Conservation Project Manager will collaborate on bilingual (English and Spanish) community engagement and education projects that fulfill WMG's strategic goals, including our long-term efforts to steward watershed health and hydro-local

water supplies and our 50-year goal of restoring ecological function to Tucson's rivers. The project manager will also support community-centric fundraising efforts to advance WMG's mission including fundraising events, donor relationships, and outreach engagement.

Routine Duties and Responsibilities:

- Plan neighborhood/community-based rain garden educational programs in coordination with the staff team, including bilingual events.
- Actively engage with and contribute to Tucson's historically underserved communities, demonstrating an understanding and appreciation of its diverse cultures, while fostering inclusivity and cultural sensitivity in all aspects of program implementation.
- Teach rain garden educational workshops and support rain garden kit distribution with target audience. Workshops may be in English, bilingual, or in Spanish, and *will often take place on Saturdays and weekday evenings*.
- Provide technical assistance to participants as needed and train docents/interns in rain garden implementation and care methods.
- Conduct participant follow-up surveys and phone calls.
- Track project expenses, ensure project stays within budget, write up project reports for grants, and summarize project metrics.
- Teach rainwater harvesting classes and other educational classes to grow community understanding and capacity to implement sustainable practices at home and in their community.
- Assist in community-based green infrastructure and restoration projects.
- Assist with outreach initiatives to engage diverse communities including Latinx, Indigenous, and People of Color communities and limited income households.
- Assist with creating content to share and promote WMG's project work through our website; radio, news, and social media; and print materials *in English and Spanish*.
- Assist educational trainings, on a variety of watershed stewardship topics, based on knowledge and expertise.

Physical Responsibilities:

The physical demands are representative of those that must be met by the project manager to successfully perform the essential functions of this job. Reasonable accommodations may be made for those with disabilities.

- This position requires some time outdoors in Tucson, AZ. Weather conditions may include extreme heat, freezing conditions, and dry or rainy days.
- Ability to work in an office environment and use a keyboard, mouse, and other common office equipment.
- Ability to lift up to 50 lbs.
- Ability to walk, stand, kneel.
- Ability to use common landscaping tools.

Job Requirements:

- Interest and support of WMG's mission and vision
- Knowledgeable in watershed stewardship practices for the Sonoran Desert.
- Commitment to diversity, equity, and inclusion
- 2+ years of experience with community engagement, including direct community organizing and partnership building
- 2+ years of experience in environmental education, teaching both adults and youth
- 2+ years of experience in project management
- Proficiency in MS Office (Word, Excel, and Powerpoint), and GoogleDocs

- Excellent interpersonal communication skills
- Punctuality, excellent organizational skills, and attention to detail
- Ability to work independently in demanding work environment and ability to work well in a team setting
- Ability to work evening and weekend hours on a regular basis
- WMG's Water Harvesting Design Certification or ability to complete successfully the next course offering.
- Cell phone that can be used to make and receive work calls

Preferred Experience:

- Bilingual speaker and writer, which may include English and Spanish, *or* English and *local Indigenous languages*.
- Minimum Bachelor's degree in environment, natural resources, ecology, social sciences, business, or related field *or* 5+ years in equivalent work experience
- Knowledgeable in native plants of the Sonoran Desert
- First Aid/CPR training/certification

Application:

Applicants must provide:

- A 1-page cover letter (statement of interest), including a brief statement of your philosophy and commitment to community conservation and DEI work
- A 1–2-page resume or list of previous work experience
- Phone and email contact for 3 references (at *least two* professional)

Send to:

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