

## **Gila Resources Information Project**

### **Program Associate**

Reports to: Executive Director

Location: Position based in Silver City, NM

Status: Full time (32-40 hours/week); 1 year commitment

Compensation: \$20/hour - \$22/hour, commensurate with experience.

Benefits: Paid Time Off (vacation, sick time, holidays) and health insurance benefits.

### **About Us**

Since 1998, the Gila Resources Information Project (GRIP) has worked to promote community health by protecting our environment and natural resources. By serving as a watchful guardian of our environment in southwest New Mexico, we keep an eye on activities with the potential to harm community health and our environment. In response, we bring technical, policy and legal expertise to protect our land, air, water, public lands and wildlife and ensure community resilience and quality of life. By facilitating informed public participation, we engage the public in natural resource use decisions and stewardship of our natural systems, including restoration, tree planting, and other community-based projects. GRIP is a 501(c)3 nonprofit organization.

For more information, visit [www.gilaresources.info](http://www.gilaresources.info)

### **Position Summary**

Gila Resources Information Project is seeking a passionate, self-directed, and organized professional who is committed to environmental protection and restoration, community engagement, and the use of citizen science to bring about positive change for the environment and community. Working closely with community partners, the Program Associate will assist with implementation of GRIP's advocacy, education, outreach, environmental quality monitoring, cleanup, tree planting, and restoration activities.

The ideal candidate will have a bachelor's degree in natural sciences or equivalent field. The candidate must be self-motivated, able to work independently and as part of a team, enthusiastic about working with the public at all age levels, and able to deliver public programming. The position requires strong project management skills and ability to implement multiple priorities at the same time.

### **Core Values:**

- Environmental and natural resource protection is critical to protection of community health in southwest New Mexico;
- We take a leadership role in our community advocating for the environment and natural resources and implementing programs that steward our environment;
- Strong public participation, teamwork, collaboration, partnerships, and consensus building are how we accomplish our work internally and externally.
- Integrity is important for building trust internally, as well as with our external partners and audiences. We strive to be honest and do the right thing for our co-workers, the environment, and our community.

- Flexibility and nimbleness are key to adapting quickly to a changing landscape, overcoming obstacles, and responding to immediate crises/challenges.

**Responsibilities include but are not limited to the following:**

- Coordinate and implement the Silver City Watershed Keepers program including community and school-based outreach, education and monitoring events, environmental quality monitoring, and restoration and cleanup projects.
- Coordinate and implement the Pick It Up – Toss No Mas litter prevention program, including organizing monthly thematic cleanups, volunteer recruitment and management, business pledge recruitment, neighborhood/business/ organization cleanups, and Adopt-A-Roadway.
- Assist with restoration activities in the Silver City and Gila watersheds.
- Assist with grant writing, research, and communications tasks and other duties as assigned.

**Qualifications**

- Bachelor’s degree in natural sciences or related field.
- Experience in planning, organizing, and coordinating environmental outreach/education or community organizing projects or programs.
- 1 -2 years of experience working with students and/or the public.
- Demonstrated success with project management.
- Detail oriented, thorough, and accurate in carrying out tasks.
- Strong public speaking, customer service, and written communication skills.
- Comfortable working outdoors in a variety of conditions.
- GIS skills and environmental quality monitoring (water quality, air quality) experience is a plus.
- Computer skills: Google (Google Workspace) and Microsoft applications (Excel, Word, PowerPoint); familiarity with website content updating (WordPress)

**Other requirements**

Valid driver's license and personal vehicle as travel in New Mexico may be necessary. Willing to periodically work on weekends or evenings for events. Able to carry materials weighing 20 pounds.

**How to Apply**

Please provide a cover letter, resume with 2 - 3 references, and a short, non-fiction writing sample (e.g., press release, op-ed, blog post, social media post, etc.) to [grip@gilaresources.info](mailto:grip@gilaresources.info) by July 5, 2024. We will start interviewing for this position on July 8, 2024. The position will remain open until filled.

