



WATER PROGRAM MANAGER FOR HILL COUNTRY ALLIANCE

Founded in 2005, the [Hill Country Alliance \(HCA\)](#) brings together an ever-expanding alliance of groups throughout a 17-county region of Central Texas with the long-term objective of preserving open spaces, water supply, water quality and the unique character of the Texas Hill Country. A regional non-profit organization, HCA focuses on community engagement around protection of Hill Country land, water, and night skies. Led by a highly involved, professionally and geographically diverse board, HCA bridges traditional boundaries (e.g. urban-rural divides) through education and outreach, capacity building, gentle advocacy, and partnerships to ensure a healthy and vibrant Hill Country for future generations.

In 2021 HCA will be embarking on a lifelong journey to better represent and serve the diversity of the Hill Country and Texas in our organization and through our programming. We recognize that communities of color are disproportionately impacted by Texas' water challenges and that their leadership and partnership is invaluable in meeting those challenges.

PRIMARY RESPONSIBILITIES

This position reports to the Executive Director and Program Director of HCA and works in close coordination with the entire staff. Primary areas of emphasis include:

STRATEGIC PROJECT DEVELOPMENT & MANAGEMENT (45%)

- Identify, plan, and execute collaborative projects designed to improve the long-term resilience of Hill Country water resources.
- Partner with regional water leaders including utility managers, elected officials, city and county staff, groundwater districts, nonprofits, universities, and other relevant agencies.
- Identify local, state, federal funding programs for water-related conservation, green infrastructure, and One Water projects.
- Coordinate and implement timely responses to emergent issues as well as long-term strategies with a diverse spectrum of partners.
- Craft focused policy strategies that advance water-related goals at the local, regional, and state level.

COMMUNITY ENGAGEMENT & COALITION BUILDING (45%)

- Facilitate meetings, engage partners in HCA's water work, and coordinate Hill Country water initiatives with both local and state efforts.
- Grow community support for innovative water solutions that are protective of groundwater and surface water resources in the region.
- Deepen and leverage HCA's participation in regional and statewide collaborative initiatives for water resilience outcomes, including the TX Living Waters Project, the Texas Hill Country Conservation Network, and Headwaters Alliance.
- Craft and deliver public presentations on a variety of water-related subject areas.
- Create timely, relevant public outreach messages, policy comments and issue briefs that reflect the HCA mission and core strategies.
- Raise public awareness of water management policies through traditional and nontraditional media outlets.
- Plan and execute outreach events, including TX Water Symposium, workshops and seminars.

- Communicate complicated scientific and policy concepts to a variety of audiences, including creating oral and written testimony on relevant policy matters.

OPERATIONS AND ADMINISTRATION (10%)

- Maintain project and grant budgets, manage contract staff, and ensure timely reporting.
- Craft annual program work plan, budget, and fundraising strategy in coordination with executive director and development staff.
- Compose grant applications and manage relationships with key funders.
- Work collaboratively with HCA administrative and communications staff and board members.

REQUIREMENTS

- Degree in water, conservation, environmental or related field
- Minimum of 3 years of experience in Texas environmental or water issues and/or nonprofit, governmental agency, or related field.
- Strong understanding and awareness of two or more of the following subjects: One Water; low impact development; green infrastructure; Texas groundwater policy and management structures; the challenges facing water management in Central Texas.
- Must be highly motivated, energetic, deadline-oriented and able to handle multiple priorities.
- Excellent interpersonal skills as well as verbal and written communications skills.
- Self-starter, lots of initiative and comfort working independently.
- Availability to work one to two evenings and weekends per month.
- Must have a vehicle, valid driver's license, and willingness to travel throughout the 17-county Hill Country for daytrips and very occasional overnight trips. Daytrips occur about once per week, overnight trips about 3 times per year.
- Proficiency in Microsoft office suite.

BENEFITS

- Salary baseline \$55,000, negotiable commensurate with experience.
- The Hill Country Alliance values work-life balance and a family-friendly atmosphere. We have a flexible 40-hour workweek schedule that can be modified to meet staff needs. At times (approximately 5%) evening and weekend work will be necessary, time off may be taken to balance a 40-hour schedule.
- Staff typically works from the office about once per week and the rest of the time from home or in the field for meetings. During the pandemic, staff is working from home with monthly outdoor, socially distanced staff meetings.
- Two weeks paid vacation
- 10 paid major holidays, plus the entire week between Christmas and New Years, paid time off.
- 6 weeks of paid, plus 6 weeks of optional unpaid, maternity/paternity leave
- Up to 3% contribution to retirement plan after 6 months' employment.
- Option of medical insurance or \$200/month stipend after 1-month employment.
- HCA offices located in Dripping Springs. Amazing Hill Country experiences and a network of support in the form of HCA Board of Directors, donors, and partner organizations.

APPLICATIONS:

Applications will be reviewed on a rolling basis. Target start date is late February to early March 2021.

Hill Country Alliance is proud to be an Affirmative Action and Equal Opportunity employer and we welcome applications from those who contribute to our diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, mental, or physical disability, age, sexual orientation, gender identity, national origin, familial status, veteran status, or genetic information. HCA is committed to providing access, equal opportunity, and reasonable accommodation for all individuals in employment practices, services, programs, and activities.

The requirements listed in our job descriptions are guidelines, not hard and fast rules. If you have 75% of the qualifications listed we encourage you to apply. Applying gives you the opportunity to be considered.

We are especially excited about increasing applications from people who understand the value of promoting diversity, equity and inclusion including people with disabilities, Black, Indigenous, people of color, and LGBTQ+.

Candidates should send their cover letter, resume and three references to hcajobs@watersavvysolutions.com. Please add the subject title "Water Manager" in the email.

