



ROUTT COUNTY
WILDFIRE MITIGATION
COUNCIL

Opportunity

Title: Program Manager & Mitigation Specialist
Location: Steamboat Springs, CO
Compensation: \$33.00+/- per hour (based on qualifications / experience)

Details

\$33.00 / hour

Full-Time / Part-Time

- 40 hours per week, April - October
- 20 hour per week, November - March (flexible)
- Typically, Monday - Friday w/ occasional nights, weekends for events

Benefits

- Flexible Schedule
- Health Insurance (stipend)
- Life Insurance
- Paid Time Off
- Paid Holidays
- Light, flexible winter schedule... never miss another powder day!

Summary

The Routt County Wildfire Mitigation Council (RCWMC) is seeking an energetic, creative, and well-organized Program Manager & Mitigation Specialist to manage mitigation programs and provide technical expertise in our organization and community.

About Routt County Wildfire Mitigation Council

We are a non-profit organization made up of county and city representatives, local, state and federal officials, non-governmental organizations, homeowners associations as well as local businesses and private landowners. Our mission is to create resilient fire-adapted communities to minimize potential impacts of wildfire.

We work to facilitate fuel reduction by coordinating with all of our stakeholders to address the risk at a landscape level by working all the way down to the neighborhood level; provide



resources, information and learning opportunities for individual landowners; and change social norms related to wildfire mitigation and preparedness in our community.

Come work in the beautiful Rocky Mountains! We are home to the very best downhill and cross-country skiing, snowboarding, snowmobiling, fishing, hiking, hunting, gravel biking, mountain biking, rafting, and so many more amazing outdoor recreational activities. Did we mention Champagne Powder®?

Position Description

The Program Manager & Mitigation Specialist provides administration, planning, and direction on the following RCWMC programs under the direction of the Executive Director.

You will understand and explain wildfire related issues to the community, including developing educational material and presentations, presenting to the community on wildfire issues such as Fire Adapted Communities, Firewise USA®, and neighborhood workshops. You will coordinate RCWMC's Homeowner Incentive Program and Ambassador Program throughout Routt County. You will help organize information to be shared on our website and social media. You will help coordinate mitigation planning efforts by working with communities and fire departments to encourage the development of parcel-level wildfire risk assessments, community assessments, and/or Community Wildfire Protection Plan projects while facilitating and completing fieldwork.

This work will include coordinating site visits and homeowner wildfire risk assessments, the cost share program, fuels reduction projects, and other incentive or mitigation projects, within the parameters and reporting requirements of the allocated funding.

Participation and coordination with many different local, state, regional, and federal partners is required.

Requirements

- College degree in a related field and/or 2 years of experience in wildfire education, wildfire mitigation, and/or natural resource management is required.
- Experience with project coordination is required.
- Experience working with volunteers is preferred.
- Coalition building experience around community issues is preferred.
- Strong organizational skills; ability to handle multiple priorities and deadlines is required.
- Excellent written and verbal communication skills required, and experience with public speaking is preferred.
- Excellent computer skills and experience with Google programs is required.



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- Experience working with many different agencies and partners around a public issue is preferred.
- Experience with event planning is preferred.
- Bilingual and able to read, write and speak Spanish proficiently preferred.
- Willingness to work some evenings, weekends and holidays is required.

Non-Discrimination Policy

Routt County Wildfire Mitigation Council does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

Location: In person - Steamboat Springs, CO

Interested? Submit your resumé today via email: josh.hankes@routtwildfire.org