



**Job Opportunity  
Executive Director**

**About CUSP and the Upper South Platte Watershed:** The Coalition for the Upper South Platte (CUSP, [www.cusp.ws](http://www.cusp.ws)) is a nonprofit watershed group, serving the 2600 square-mile watershed southwest of the Denver Metro Area and west/northwest of the Colorado Springs Metro Area, and represents approximately 1/4 of the entire South Platte Watershed within Colorado. Over 75% of Colorado's residents count wholly, or in part, on water that comes from this watershed (either native or from trans-mountain diversions). The watershed runs from Strontia Springs Reservoir in the Foothills to the Continental Divide, varying in elevation from about 6,000 feet to over 14,000 feet above sea level. There are five major municipal reservoirs within the watershed and several smaller reservoirs.

Land ownership within the watershed is largely public. The USDA Forest Service manages over 50 percent of the land (about 1400 square miles). The second largest public landowner is the State of Colorado, managing approximately 155 square-miles. The Bureau of Land Management (BLM) manages 98 square-miles. Other significant public land owners include the National Park Service (NPS), Denver Water, and the City of Aurora. Private landholdings make up the remainder of land ownership within the basin.

The majority of the watershed is sparsely populated with several small towns located near historic mining, recreation, and agricultural areas. Bailey, Alma, Woodland Park, Fairplay, and three sanitation districts operate wastewater facilities. The remainder of homes are on septic systems. Commercial lands are primarily located adjacent to major transportation arteries. There are increasing commercial areas in the basin, mostly confined to the towns of Fairplay, Woodland Park, and Bailey.

In the eastern portion of the watershed, agricultural land consists primarily of riparian and mountain grasslands situated on private lands along the rivers. These areas are used primarily for livestock grazing and a minor amount of hay production. According to the Colorado Department of Agriculture, Park County has 132 ranches with approximately 13,000 head of cattle. Small scale livestock husbandry of private properties less than 35 acres has steadily increased over the past five years.

Mining played an important part in the history of the basin and occurred throughout the entire basin. Numerous mining operations in the watershed have been worked, and many were later abandoned.

Mining has included the extraction of silver, lode and placer gold, aggregate/sand, coal, gemstones, and peat.

Every animal that calls Colorado home can be found in the Watershed. Wildlife areas include critical elk and deer winter ranges and calving areas, bighorn sheep range and lambing areas, and turkey winter ranges. There are miles of gold-medal fisheries, and significant areas for rare plants. Colorado Parks & Wildlife and the Colorado Natural Heritage Program have developed overview maps for sensitive species areas.

Recreation is important to the economy of the watershed. Locals and visitors from around the world hunt, fish, watch wildlife, hike and bike, or float the river.

CUSP's work focuses on forest health, post-wildfire recovery, river restoration and habitat projects, trails projects, monitoring, environmental education, and any other project that helps fulfill our mission of *protecting the water quality and ecologic health of the Upper South Platte Watershed, through the cooperative efforts of stakeholders, with emphasis on community values and economic sustainability.*

CUSP is affiliated with Coalitions & Collaboratives ([www.co-co.org](http://www.co-co.org)), and shares its office in Lake George, Colorado with COCO. As such, the successful candidate will work with a dynamic team of employees, including in-house outreach and development, accounting, GIS, engineering, foresters, and field staff, as well as with EDs and Coordinators for some of COCO's other affiliates.

**Job Description:** The Executive Director will be responsible for the leadership and management of the Coalition for the Upper South Platte (CUSP) and will implement projects that reflect the organization's purpose and objectives. She or he will spearhead the further development of CUSP working in concert with the Board of Directors, funding organizations, volunteers, and stakeholder organizations. She or he will oversee staff and allocate resources to fulfill the mission.

#### **Example Responsibilities:**

##### Board Development:

- Serves as the primary staff person for Board of Directors
- Promotes Board of Directors' engagement in critical thinking, strategic planning, resource/financial development, and overall organizational wellness
- Works closely with the Board of Directors to develop policies, guidelines, and priorities

##### Management:

- Oversees bookkeeping, accounting, and financial activities with key administrative staff, and reporting to grantors and funders
- Assures compliance with laws, regulations, CUSP bylaws and policies, and accountability to funders and donors
- Engages with Treasurer and Board in financial planning, management, and diversification activities
- Oversees HR functions and directs organization staff in implementing their work
- Assures safe working conditions for all staff and volunteers

##### Program Planning and Operations Management:

- Builds quality volunteer management, public relations, and education programs
- Ensures appropriate management and leadership of projects and programs
- Works with staff to assure quality control of projects including excellence in monitoring and reporting duties

##### Public Relations, Fundraising, and Marketing:

- Oversees fund development, with an emphasis on corporate giving, foundation giving, and state/federal agency grant acquisition

- Oversees educational and outreach initiatives
- Enhances the relationship between and partner organizations, stakeholder groups, and the community at-large
- Serves as primary spokesperson for CUSP including through participation in various organizations, roundtables, advisory committees, etc

**Preferred Qualifications:**

A degree in a natural-resource field, nonprofit management, or public administration, with at least 10 years of progressive work experience, or a combination of experience and education that demonstrates the needed skills to lead CUSP... including but not limited to:

- Interest in water quality, forest health, and other natural-resource issues, and experience in implementation of programs addressing the same
- Enthusiasm for carrying out the work of a mission-driven, place-based, boots-on-the-ground environmental organization
- Significant and proven organizational leadership skills, including understanding of financial management, development, and HR
- Understanding the management of not-for profits or similar experience in the public or private sectors
- Experience working with Boards of Directors and volunteers
- Ability to move seamlessly within the agricultural, recreation, business, government and environmental communities
- Visionary, trustworthy, diplomatic, and innovative
- Excellent communication skills, both written and oral, with strong public speaking skills
- Strong interpersonal skills that include the ability to inspire and motivate, as well as the ability to be effective at conflict management
- Excellent analytical skills to utilize data for decision making.