



Submit resume and cover letter to:
Northern Water, 220 Water Ave.
Berthoud, CO 80513
Email Preferred: careers@northernwater.org

Posted: 05/30/2024
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Water Efficiency Planner

Division/Department: Environmental Services/Water Efficiency
Reports to: Water Efficiency Department Manager
Location: Berthoud, CO
Type of Position: Full-time
Status: Exempt
Salary Range: \$75,894 - \$91,988

GENERAL STATEMENT

The Water Efficiency Planner works closely with staff to promote water efficiency, sustainable water management practices, and expand Northern Water's outreach and impact. This position assists with water efficiency program development, monitoring, policies, regulations, and outreach to maximize the value of the water used in residential, commercial, municipal, and urban settings.

The Water Efficiency Planner will be involved in focus areas including, but not limited to, various end uses of water, cost-benefit analysis, policy, and water smart development.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Leads the development and implementation of new programmatic services water efficiency services.
- Manages special projects.
- Manages and coordinates stakeholder groups.
- Researches, reports, develops, and implements relevant water efficiency programs.
- Coordinates and manages consultant contracts as needed.
- Monitor, research, and report on local, regional, statewide, and national water efficiency policy, laws, and regulations.
- Evaluates water efficiency program data, including water use project cost-benefit analysis.
- Creates partnership, collaborations, and strategic relationships for efficiency programs and services.
- Provides education through presentations, webinars, classes, and other formats to diverse audiences.
- Assists with grant writing and management.
- Supports other water efficiency programs.

OTHER DUTIES AND RESPONSIBILITIES

- Attends, supports, and participates in Northern Water events and activities.

- Works collaboratively with other departments, divisions, external partners, and stakeholders as instructed.
- Pursues continuing education current to the water efficiency industry through attending conferences, classes, webinars, and completing courses and certifications.
- Serves on cross-functional teams as assigned.
- Works in Conservation Garden, on campus or other locations as instructed.
- Supports organizational sustainability initiatives as instructed.
- Other duties as assigned.

EDUCATION AND EXPERIENCE REQUIREMENTS

Education

- Bachelor's degree in business, geography, natural resource management, urban planning, landscape architecture, environmental studies, political science, sustainability, or any combination of equivalent education and/or experience is required.
- Graduate experience and degrees desirable.

Experience

- Minimum of five years' experience providing water efficiency program development, programming, education, project, and program management.
- Demonstrated research, development, and deployment of programs.
- Creating and conducting educational programs, program management, and outreach.
- Program and contractor service solicitation, implementation, and distribution.

LICENSE, CERTIFICATE AND CREDENTIAL REQUIREMENTS

- Colorado Driver's License
- One or more industry adopted Water Efficiency Certifications such as LEED Accredited Professional or Green Associate, Registered Landscape Architect, Qualified Water Efficiency Landscaper, Watershed Wise Landscape Professional, Sustainable Landscape Management (SLM), or certifications from other organizations including those offered from the Irrigation Association, APLD, NALP, USGBC/GBCI, etc.
- Project Management certification or training, highly desirable.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge

- Landscape water management, water auditing, and property management practices.
- Municipal water-use efficiency plans, statewide water management, and water law.
- Data mining, case study format, and creation.
- Basic hydrology, low impact development, stormwater, and conservation principles.
- Federal conservation programs and sustainability principles.
- Water efficiency policy, urban planning, and water efficiency industry partners and products.

Skills

- Excellent written and verbal communication skills
- Customer service, planning and preparation, leading and coordinating meetings.
- Proficient with office support software including Microsoft Office 365 and collaborative tools such as SharePoint, Teams, and Zoom.

- Demonstrated public speaking skills, including presenting technical information to a diverse audience.
- Professional technical and report writing skills.
- Outstanding project management skills and professionalism.
- Strong interest in water efficiency and mission-based organizations.
- Strong character, ethics, and a high standard of performance.
- Budgetary tracking and control for project management.

Abilities

- Work well with all levels of internal staff, outside stakeholders and partners.
- Cheerful presence and people skills.
- Engage a wide variety of stakeholders of all ages, experiences, and interests.
- Perform work safely and collaboratively to protect Northern Water property and personnel.
- Perform landscape work in an individual and team environment as instructed.

PHYSICAL REQUIREMENTS

- Work outdoors in rain, heat, cold, wind, dust, and other adverse conditions with appropriate outdoor gear.
- Walk, sit, stoop, kneel, bend, lift, haul, dig, climb, crawl, operate small scale landscape machinery and tools, etc.
- Lift up to 50 lbs.
- Maintain balance on uneven surface.
- Sustained periods of time sitting in an office setting utilizing a keyboard and mouse.

Reasonable accommodation will be made to enable qualified individuals with disabilities to perform the job's essential functions.

OTHER REQUIREMENTS

- Work flexible hours to accommodate events, including early morning, late evenings, and some weekends.
- Maintains a personal appearance appropriate for job position and image of Northern Water.
- Must be able to meet the physical requirements of a post job offer physical examination.

This job description in no way states or implies that these are the only duties to be performed by this employee.

Northern Water provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, marital status, sexual orientation, gender identity, national origin, disability, genetics, veteran status, or other legally protected characteristics. Northern Water complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. Northern Water also prohibits any form of workplace harassment in accordance with these laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.