



Coastal Program Manager

About Texas Water Trade

Texas Water Trade ("TWT") is an organization whose mission is to catalyze sustainable water transactions in Texas to ensure clean, flowing water for people and nature.

Our work focuses on deploying capital to clean water solutions for people and the environment, with an emphasis on leveraging voluntary water transactions to ensure healthy flows in Texas rivers and scaling up investment in net zero municipal water solutions.

Our FY23 budget is roughly \$2.9 million. For more information visit <https://texaswatertrade.org>.

About the Position

The Coastal Program Manager will play a critical role in supporting the leadership team responsible for setting and achieving the organization's programmatic goals along the Texas Gulf Coast. This person will be expected to work well in a dynamic team environment and be comfortable with quickly-changing priorities amid multiple deadlines. TWT is a young, forward-thinking NGO and this is an opportunity to work in a space where conservation is being approached with creative thinking. While there will be many types of responsibilities associated with this role, we see this position as allowing the right individual to have a part in shaping their trajectory in the organization. We are a mission-driven organization that is small, but nimble, and we foster an environment that is supportive, empathetic and also demanding.

The Program Manager will be responsible for managing TWT's existing portfolio of coastal projects, looking for opportunities to expand TWT's Connected Coast initiative, and helping to identify funding opportunities. Over the past 18 months, TWT has greatly expanded our coastal footprint, and this is an opportunity to manage and grow an existing, successful conservation portfolio. Responsibilities include the execution of the scientific portion of our work, managing relationships with project partners, engaging stakeholders, and representing TWT at events. The Program Manager should have a sound understanding of coastal ecosystems, bay and estuarine salinity regimes, and freshwater inflows. Familiarity with migratory bird patterns and near shore aquatic species and dynamics is a plus.

The Coastal Program Manager will be expected to assist TWT in other operational areas as well. This includes assisting with communications and operations as needed.

For more information on the breadth of TWT's programming, please see our [2022-2024 Strategic Plan](#).

About You

The position will report directly to the Chief Strategy Officer and will work in concert with the entire TWT team. Responsibilities will include:

Program Management (65%):

- Conduct monthly meetings with project partners
- Deploy, maintain, and collect data from monitoring equipment at TWT's freshwater delivery sites - this task will require comfort navigating marsh and open water terrain year-round in the Texas climate
- Process project data, analyze results, prepare results for dissemination in concert with the Chief Strategy Officer
- Generate maps of project locations using geospatial software platforms
- Work with the Chief Strategy Officer to develop novel water transaction structures and evaluate and select monitoring technologies
- Facilitate and enable coastal water transactions in project areas and look for opportunities to expand
- Assist Chief Strategy Officer in preparing and reviewing responses to technical Requests for Proposals
- Liaise with internal and external stakeholders as needed
- Create, proofread, and comment on internally generated reports.

Outreach/Communications (10%):

- Assist in drafting outreach materials on funding and partnership opportunities and project impacts to funders, conservation partners and other stakeholders
- Assist with the creation of content for newsletters and mass emails
- Build and maintain a bank of approved program photos
- Assist with social media engagement
- Represent TWT at professional functions as needed.

Operations (25%):

- Help maintain compliance with grants and write grant reports
- Help with administrative functions as required by the Chief Strategy Officer and Operations Manager
- Help the team with the preparation of communications and event planning as needed
- Assist with the coordination of team calendars as needed.

While these are the core responsibilities, there is considerable opportunity for growth in various capacities depending on the Coastal Program Manager's skills and interests. The Coastal Program Manager's time allocation represented above may rebalance as the organization grows and positions become more specialized.

Qualifications

Texas Water Trade will seek candidates who are diligent and results-driven, with demonstrated team orientation and an interest in water resilience.

Required Qualifications:

- A college degree with a concentration in ecology, hydrology or environmental science. A Master's degree in one of these disciplines is strongly preferred.
- Minimum of 3 years' experience working in a team environment
- Experience working with a diverse group of partners
- Demonstrated ability to reach goals
- Strong verbal and written communication skills
- Strong core computer skills in MS Word, Excel, Outlook, PowerPoint
- Comfort producing maps on ARC-GIS and Google Earth
- Ability to execute statistical analysis; RStudio or Python experience a plus
- Ability to thrive in a demanding, dynamic and entrepreneurial setting
- Strong time management skills
- Strong interpersonal skills.

Relevant education and experience may be substituted.

Preferred Qualifications:

- Interest in Texas springs, rivers, bays and estuaries, the future of urban water supplies, market-based conservation and transformative technology for clean water access;
- Familiarity with Texas water players and/or industry.
- Drone pilot experience/competencies and FAA licensure

The Coastal Program Manager will be based in Texas, preferably along the Texas Coast. There will likely be occasional events after work hours.

Benefits and Compensation:

The salary range for the Coastal Program Manager is \$62,500 - \$75,000 dependent on skills and experience. We provide excellent benefits, including:

- 11 paid holidays per year. At the discretion of the Chief Executive Officer, the Texas Water Trade offices may be closed from Christmas Day to New Year's Day, with all eligible staff receiving pay.
- 10 days paid vacation leave for the first year and 15 per year thereafter

- 5 paid get well days per year
- Up to 12 weeks of unpaid leave for family care, eligible following 12 consecutive months of employment at TWT
- Up to 4 weeks of paid maternity/paternity leave, eligible following 12 consecutive months of employment at TWT.
- 90% employer contribution to health insurance coverage
- Long- and short-term disability insurance
- Life insurance
- Up to 6% match on employee 401(k) contributions, eligible following 12 consecutive months of employment at TWT

To Apply

Please submit inquiries, cover letter and résumé including three professional references to Scott Moorhead, Chief Strategy Officer, at moorhead@texaswatertrade.org. Résumés will be reviewed on receipt until March 24, 2023 with a targeted start date in early April 2023.

We are especially excited about increasing applications from people who understand the value of promoting diversity, equity, and inclusion. We welcome applications from all people, including persons with disabilities, people of color, and LGBTQ+. [Read](#) Texas Water Trade's commitment to bringing clean drinking water to all Texans and especially communities of color who are disproportionately affected by the water crisis.

We are proud to be an Affirmative Action, Equal Opportunity Employer. Our employment decisions are made without regard to race, color, religion, gender, national origin, age, disability, marital status, veteran or military status or any other legally protected status.