Colorado Canyons Association

River Program Manager

Full-time, Non-exempt: 40 hours/week
Location: Grand Junction, CO
Compensation: $19 - $21; benefits include generous time-off, employer-covered health insurance, and retirement benefits

Position Description
The River Program Manager manages all Colorado Canyons Association (CCA) river trips, river guides/educators, river equipment and logistics. The Manager is responsible for hiring and training guides/educators and ensuring all safety certifications and license requirements are in compliance. The Manager will serve as the senior trip leader for the river team, lead river trips and manage logistics and administration. Educational trips occur on the Ruby-Horsethief section of the Colorado River and various sections of the Gunnison River. The Manager will be in the field from 1-3 days at a time and must be comfortable providing meaningful learning experiences for youth, as well as quality adult adventures. The position reports to the Education Director.

Organizational Background
Colorado Canyons Association (CCA) is a 10-year-old nonprofit organization fostering community stewardship, education and awareness of our National Conservation Lands with a focus on Dominguez-Escalante, Gunnison Gorge and McInnis Canyons National Conservation Areas (NCAs) in western Colorado. In partnership with the Bureau of Land Management (BLM), CCA connects thousands of students and families to their public lands through outdoor education programs, community hikes and events, and stewardship projects each year.

Position Responsibilities

1. Work with the Education Director and Operations Director to ensure safe, high quality river programs for students and adults that meet the needs of our partner organizations and established educational standards.
2. In coordination with the Education Director, ensure that the river guides/educators are qualified and trained to deliver the appropriate curriculum for students.
3. Oversee all river guide license and training requirements, workplans, timesheets and other administrative requirements.
4. Manage the logistics of all river trips including shopping and meal preparation and serve as trip leader on a rotating basis with other members of the river team.
5. Work with the Education Director, Operations Director and Executive Director to implement adult fee-for-service and donor trips.
6. Maintain and develop relationships with partner organizations, BLM staff and river service providers such as Rimrock Adventures and Gunnison River Pleasure Park.
7. Maintain and repair all river equipment, river storage shed, raft trailer and other necessary equipment to ensure safety and functionality.
8. In coordination with the Education Director, Operations Director and Executive Director develop a plan for the Catalpa Camp, CCA’s riverside education camp.
9. Complete weekly and monthly CCA administrative tasks.
10. Other duties as assigned by the Education Director.

Qualifications
The ideal candidate possesses strong leadership skills with an ability to connect and communicate with a wide range of communities and individuals. They are professional, personable, proactive, enthusiastic, and dependable. They possess extensive physical and mental stamina. They can successfully maneuver a raft, read river currents, and prepare meals, while teaching and entertaining enthusiastically in varied environments for many days in succession. The candidate must have a valid driver's license and be willing to drive in the tri-county area and must be able to pass a background check.

Ideal candidates possess:

- Previous experience serving as a trip leader and supervising/mentoring guides
- Colorado raft guide qualifications with Trip Leader credentials in good-standing; raft guide instructor qualifications preferred
- Undergraduate degree in related field preferred
- Previous experience working with youth, outdoor/environmental education, and teaching preferred
- Proficient, conservative, and safe boat handling skills in paddle rafts and/or oar rafts
- Familiarity with the Colorado & Gunnison Rivers
- Current Advanced First Aid and CPR certification
- Capacity for sustained physical activity, including but not limited to rowing, paddling, hiking, loading and unloading gear, and swimming in swift current.
- Demonstrated ability to manage time, workload, and stress in a fast-paced environment.

To apply, please submit your resume, cover letter, and list of three reference (name, email, and phone) to chris@canyonsassociation.org by 5 PM on Friday, January 7th. Please, no phone calls.

CCA is an equal opportunity employer. To see all of CCA’s policies and procedures, please visit: coloradocanyonsassociation.org/policies-and-strategic-plan.