

PROGRAM ASSOCIATE

Announcement

Outstanding career opportunity with leading community-based natural resource conservation organization serving the North American West. The ideal candidate will have a Master's degree in Urban or Regional Planning, Ecology, Landscape Architecture, Architecture, Sustainability, Political Science, GIS, or Environmental Sciences, or similar; or a Bachelor's degree in related field with at least two years relevant work experience. Candidate will have strong writing and speaking skills, community engagement experience, program research history, and ability to effectively communicate in a diverse environment and with all members of the organization are a must. We are seeking a team-player with a passion for our work or the desire to learn about and develop a passion for the work of the Sonoran Institute. If you are ready to help shape the future of the West then keep reading and prepare yourself for an opportunity like no other.

Who we are

Sonoran Institute is one of the West's leading and most innovative environmental organizations. Founded in Tucson in 1990, we are the lead organization for on-the-ground restoration in the Colorado River Delta, are leading the charge for the restoration of the Santa Cruz River, and are working on innovative approaches to increase renewable energy generation and promote smart growth. We celebrated our 25th Anniversary in 2015 and are in the midst of a robust marketing and fundraising effort to support the launch of our 2040 Vision.

The Sun Corridor Legacy Program focuses on addressing a variety of complex challenges that surround the megapolitan region that includes the cities of Tucson, Phoenix, and Prescott. As the largest and fastest growing populated area in the Intermountain West, the Sun Corridor presents opportunity for the Sonoran Institute to discover new ideas that will bridge sustainability, economic growth, and the unique culture of the region. Currently, the program works in a wide variety of areas including healthy communities, river protection and restoration using reclaimed water, regional mitigation planning, renewable energy advocacy, landscape-level conservation initiatives, and a few others. The diversity of the program provides excellent opportunity for motivated professionals to engage in meaningful work in a huge assortment of arenas while honing their skills in advocacy, planning, conservation, energy development, community design, and environmental policy, among others.

General Overview

The Program Associate (PA) position primarily provides support for the Sun Corridor's Santa Cruz River Initiative. In general, the PA will work under the direction of the Program Director and with close supervision of Project Manager(s) on a wide range of work products and activities including, but not limited to, Living River reports, outreach around the Santa Cruz River, community engagement within and around the watershed, research and advocacy, research and mapping, report writing and editing and other tasks as assigned. On occasion, depending on workflow and program priorities, the PA may be required to support other initiatives throughout Arizona and the broader Southwest.

Key Responsibilities

- Contribute to program research by performing data analysis, field work, product development, and program-related presentations, including the preparation of written reports describing program work and findings.
- Promote and coordinate stakeholder and community engagement efforts including data collection, process facilitation, public presentations, and event organization.
- Provide assistance to program staff related to budgeting, project scheduling, and financial management associated with projects and activities.
- Provide support to program staff in the preparation of proposals, reports, and other collateral materials to potential and current program sponsors, as well as communications materials designed to promote the program to technical and general audiences.

Education & Experience

- Master's degree in Urban or Regional Planning, Ecology, Landscape Architecture, Architecture, Sustainability, Political Science, GIS, or Environmental Sciences, or similar OR
- Bachelor's degree in related field with at least two years relevant work experience

Required

- Excellent people skills, with experience collaborating in a multi-disciplinary, diverse, and dynamic team.
- Writing and public speaking skills
- Working knowledge of Microsoft Office
- Geographic Information Systems (GIS) experience
- Self-motivated and driven; open to new ideas
- Detail oriented, with ability to manage, manipulate, and perform simple analysis of diverse datasets
- Basic understanding of the Santa Cruz River watershed
- A commitment to natural resource conservation.
- Current, valid driver's license – occasional travel.

Desired

- Experience with using Microsoft Project and Adobe Suites
- A workable understanding of local and state government, urban and regional planning, federal and state land policy, and public engagement
- Bi-lingual – English/Spanish

What Sonoran Institute Offers Employees

We offer our employees a comprehensive benefits program that includes: employee only medical 100% paid, dental base plan 100% paid, employer paid life and LTD, flexible spending account, retirement plan with employer match, paid holidays, paid time off (20 days first year), and also voluntary vision, STD, and life insurance.

This position will be located at Sonoran Institute's downtown Tucson headquarters, a modern workspace in the heart of Tucson's revitalized core about 2 miles from the University of Arizona Main Campus. Our location offers excellent access to the modern street car and secure bike parking.

How to Apply

Please submit cover letter and resume to careers@sonoraninstitute.org.