



Updated: May 30, 2018

POSITION DESCRIPTION: PROGRAM OFFICER – LAND PROTECTION

Organization:

Great Outdoors Colorado (GOCO) uses a portion of state lottery proceeds to preserve, protect, and enhance Colorado's trails, parks, wildlife, open space, river corridors, playgrounds, and youth corps in all 64 counties. It awards competitive grants to local governments, land trusts, and Colorado Parks and Wildlife (CPW), and makes investments directly through CPW. Created by voters in 1992, GOCO is governed by a 17-member board that is appointed by the governor and uses no tax dollars. Its current staff is 18 people.

GOCO's work is guided by a [strategic plan](#) with three primary goals:

- PROTECT more land and wildlife habitat, notably large-scale landscapes
- CONNECT people to the outdoors and connect trails, parks, and open spaces
- INSPIRE more Coloradans, children in particular, to get outside and take care of our great outdoors

For more information, please visit www.GOCO.org.

POSITION SUMMARY

The program officer guides GOCO's land protection work and carries a highly visible profile in Colorado's land conservation community. In collaboration with the GOCO Board, staff, stakeholders and partners, this position is responsible for informing and driving strategic direction, and for implementing and evaluating GOCO's competitive grant programs related to land protection. The program officer is responsible for cultivating positive and productive relationships among the GOCO Board of Trustees, GOCO staff, stakeholders, partners and other constituents in service of GOCO's mission and statewide land protection work. The program officer reports to the director of programs with frequent and substantive interaction with the executive director and the GOCO Board. The incumbent will work out of GOCO's downtown Denver office.

PRIMARY RESPONSIBILITIES

- Manage GOCO's annual, competitive grant programs for land protection including the Protect Initiative and the ongoing open space, transaction costs, and conservation excellence programs. Work includes grant application analysis, managing site visits, execution of peer review process, preparation of funding recommendations and presenting recommendations to the GOCO Board.
- As needed to support the land acquisitions officer, implement GOCO's due diligence process for land acquisitions.

- Work with director of programs to develop, launch, execute and evaluate new strategic initiatives related to land protection priorities.
- Participate in the development and execution of evaluation strategies for GOCO's competitive grant programs, and the redevelopment and refinement of grant programs as necessary.
- Support stakeholder success in GOCO's grant process through project development assistance, one-on-one coaching, and ongoing feedback.
- Work with the conservation community, staff and board to identify conservation-related issues and the most effective role for GOCO to play in advancing solutions to those issues.
- Develop and share specialized knowledge as it relates to key topics in GOCO's land protection work.
- Manage statewide partnerships and identify ways of collaborating that increase the impact of mutual interests.
- Serve on steering committees, working groups, etc. to further GOCO's land protection mission and statewide land protection work.
- Represent GOCO as presenter, panelist and/or attendee at statewide and national conferences.
- Perform other duties, including additional projects or responsibilities, as assigned.

QUALIFICATIONS

- A degree in a related field from an accredited four-year college or university.
- At least 3 years of demonstrated professional experience in a relevant field.
- Commitment to furthering GOCO's mission. Demonstrated interest in conservation, outdoor recreation, environmental education, and/or community development programs is desirable.
- Willingness and ability to travel in Colorado and to work periodically on evenings and weekends.
- A demonstrated ability to work with people different from themselves.
- A valid driver's license.
- Physical demands may involve lifting materials and equipment up to 25 pounds; occasional work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.

PREFERRED SKILLS, KNOWLEDGE & EXPERIENCE

- Adaptability to changing priorities, and the ability to prioritize and manage several diverse projects simultaneously in a fast-paced environment.
- Strong computer skills, including experience with Microsoft Office products.
- Experience with database and/or customer relationship management programs.
- Consistent willingness to learn and upgrade skills to meet GOCO's needs.
- Knowledge of Colorado's geographical, cultural, and political landscape and/or a willingness to learn.

SALARY & BENEFITS

- This is a full-time, exempt position.
- Salary negotiable.
- The position will be eligible for a full and competitive benefits package.

TO APPLY

Interested candidates should submit a resume and letter of interest to resumes@goco.org, including “Program Officer – Land Protection” in the subject line.

No phone calls please. All resumes must be received no later than 4:00 p.m., Friday, June 15, 2018, to be considered.

We strive to diversify our workforce and seek applicants from all backgrounds. GOCO is an equal opportunity/affirmative action employer.