



**Position Title:** Water Conservation Associate  
**Employer:** Resource Central; Boulder, CO  
**Job Status:** April 25 – September 30, 2022 (some flexibility); Temporary; 32-40 hours/week.  
**Benefits:** Gain conservation experience, \$16/hour plus mileage reimbursement, cell phone stipend, paid training and sick leave, \$250 bonus after 30 days of employment.  
**Reports To:** Senior Program Coordinator  
**Location:** Field work primarily in Denver and Boulder metro areas. Possible travel to Fort Collins, Pueblo, Fountain, or other Colorado cities which could require an extended commute or overnight stay.

---

### About Resource Central

We're an innovative nonprofit determined to make conservation so simple that people don't even realize they're doing it. Founded in 1976, our programs in water, energy, and waste have helped more than 700,000 people save money, improve their homes, and conserve natural resources. Learn more at: [ResourceCentral.org](https://ResourceCentral.org).

### Resource Central Mission

Putting conservation into action.

### Job Summary

Helping to conserve Colorado's water by removing lawns, conducting sprinkler evaluations, and distributing low-water garden kits.

### Position Description

Our Water Conservation Associates play a pivotal role in empowering Colorado residents to save water. Each summer, they work outdoors in small teams and independently to deliver our assortment of innovative water-saving programs to thousands of homeowners and businesses. We're building a team of energetic and enterprising conservation rockstars who don't mind getting a bit dirty! By making a measurable contribution toward sustainability in their community, our Associates gain valuable knowledge about conservation in the West, as well as green-industry experience that prepares them for careers in sustainability, environmental management, policy, and advocacy. Many of our seasonal staff have leveraged the skills they gained in this position to create rewarding full-time careers in conservation.

### Principal Responsibilities

The principal responsibility of all Water Conservation Associates is to provide Colorado residents and businesses with practical solutions to reduce outdoor water use. This will be achieved by working on three of our popular water conservation programs as described below.

### Lawn Removal Service

- Approximately 4 - 5 days per week from April 25 through late May (about four weeks). Reduced to 0 - 3 days per week from June through September.
- Work in teams of three to accelerate water conservation across Colorado's eastern slope by cutting and removing sections of lawn from private homes and businesses.
- Provide advice about low-water landscaping and support a fun, collaborative work environment.
- Safely operate a sod cutter, drive a truck with a trailer, use shovels and hand tools, and lift heavy sections of sod throughout the day. Troubleshoot problems in the field.

## Slow the Flow

- Approximately 3 - 5 days per week from late May through September.
- Conduct sprinkler system efficiency evaluations at private homes and businesses.
- Test sprinkler systems, collect data, and make small adjustments to sprinkler heads to conserve water and improve system performance.
- Program sprinkler control clocks to provide a more efficient watering schedule.
- Educate homeowners and business owners on best practices in outdoor water use.
- Ensure collected data are accurate and complete. Submit reports in a timely and professional manner.

## Garden In A Box

- Approximately 0 - 2 days per week from April 25 through early June and again in September. Some evening and weekend shifts may be required. A limited number of Associates may have the opportunity to work on this program up to five days per week in May.
- Prepare for and assist with drive-thru garden distribution event setup and breakdown across the eastern slope and Front Range.
- Unload and move heavy plant carts while keeping inventory organized.
- Provide direction to volunteers while creating a fun and positive volunteer experience.
- Confirm and accurately fulfill customer orders, answer basic questions about low-water landscaping and plant care, and work independently to troubleshoot order discrepancies.
- Occasionally assist with administrative duties including responding to customer phone calls and emails.

## Location

We seek to hire crew members who reside within our four main service regions: Northern Colorado, Boulder County, Denver Metro, and South Denver. Most Associates can expect to primarily conduct appointments at job sites within a 30-mile radius of where they live. Longer commutes and overnight stays may be required occasionally for some Associates; travel pay and accommodations will be provided for overnight travel.

## Skills and Qualifications

- Outstanding customer service. Bilingual English-Spanish is a plus
- Reliability while working independently
- Experience in fieldwork, landscaping, or sustainability preferred
- Basic computer skills preferred

## Other Requirements

- Must be at least 18 years of age, and must be at least 21 years to drive any company rental vehicle
- Ability to safely work outdoors in all kinds of weather including high temperatures and rain
- Actively participate in regularly scheduled meetings via Zoom and phone
- Must have a valid driver's license, daily access to a personal vehicle, automobile insurance, and a smartphone. Significant travel by personal vehicle is required and will be reimbursed
- Must pass a background check
- Ability to lift 30 pounds, walk three miles, kneel, lift, and bend throughout the day for several days in a row
- Must be fully vaccinated against COVID-19

**Application Deadline:** Applications are reviewed on a rolling basis. Open until filled.

**Start Date:** April 25, 2022. Some flexibility available.

**Application Process:** To apply, submit a **cover letter** and a **resume** by email with the subject "Water Conservation Associate" to: [HR@ResourceCentral.org](mailto:HR@ResourceCentral.org)

*Resource Central is a 100% COVID-19 vaccinated workplace, as allowed for by the U.S. Equal Employment Opportunity Commission. Proof of vaccination will be required upon acceptance of a job offer. Job applicants with religious and disability-related objections will be given reasonable accommodations.*

*Resource Central is dedicated to equal employment opportunities. We provide equal employment opportunities to all individuals based on job-related qualifications and ability to perform a job, without regard to age, sex, sexual orientation, race, color, religion, national origin, disability, marital status, military status, gender expression, genetic information or any other classification protected by applicable state or local law. It is our policy to maintain a non-discriminatory environment free from intimidation, harassment or bias based upon these grounds.*