

# HELP WANTED

The Sangre de Cristo Acequia Association, a 501 (c) 3 non-profit organization, is seeking an individual to fill the position of Administrator to the board with our organization. The position is 32 hours per week, from 8:00am to 5:00pm Monday through Thursday. Candidates will work independently and with teams, must be self-motivated, be a creative problem-solver, have excellent communication skills that include writing and speaking. The applicant must be able to deal with the public, possess a High school GED or higher education diploma, can develop programs and assist with budget management and accounting. Candidate must and be proficient with Microsoft Office programs. Office management experience, bilingual (Spanish/English) and grant writing experience is a plus.

For a complete job description visit our website at [Coloradoacequias.org](http://Coloradoacequias.org). For more information contact board President Delmer Vialpando, at 719-672-0944. Please submit your cover letter and resume to the Sangre de Cristo Acequia Association, P O Box 721, San Luis CO 81152 or by email to [infosdcacequia@gmail.com](mailto:infosdcacequia@gmail.com). Applications will be accepted until May 8, 2019.