



Colorado Dark Sky Certification Mentor Job Description

The Colorado Dark Sky Certification Mentor Program (Mentor Program) allocates funding to pay dark sky field technicians (referred to as “Mentors”) to deliver up to 70 hours of work or equivalent to selected upcoming dark sky places (referred to as “Participants”). The goal of the Mentor Program is to accelerate the process for Participants to become International Dark Sky Certified Places (IDSP) within Colorado. DarkSky International certified IDSPs are model examples of protecting the Dark Sky assets that Colorado enjoys.

Six participants across Colorado have been chosen to receive the Mentor support, and the Mentor will work with local dark sky place stakeholders to complete IDSP guidelines and complete a successful IDSP certification application.

Timeline: Mentor job duties will begin in December 2023 and will be completed by the end of June 2024. There is potential for continuation of work upon successful completion of the scope of work and deliverables.

Contractor payrate: \$40-75 / hour blended rate. Each location is awarded \$5,500 for 70 hours of work. CTO and DarkSky Colorado Program Managers will work with chosen Mentors to match Mentors to their location(s) and determine Scope of Work. Travel time and expenses must be included in the \$5,500 total. The sum of all contractor costs including pay, travel expenses, equipment purchases, and any other expenses must not exceed \$5,500.

Scope of Work Overview: Each Participant will be assigned a Lead Mentor. Depending on experience level, availability, and scope of work for each location – there may be different Mentors to fulfill the different needs of a single location, or a chosen Mentor may work with multiple dark sky locations throughout the state. If and when a higher-cost consultant is needed, this expense must be accounted for in the total cost. The total cost must not exceed \$5,500 for each location.

Mentors will be matched with selected Participants in December 2023. From there, the Mentor will meet virtually with the selected location as well as with DarkSky Colorado and Colorado Tourism Office Program Managers to determine specific scope of work, deliverables, and timeline. Project completion is by the end of June 2024, at which point a final report is due to outline the work completed and document next steps. See attached Contract for more details.

Applicants must have the following skills:

- Ability to communicate effectively about light pollution and its impacts, as well as the benefits of dark skies.
- Strong familiarity working with DarkSky International’s - International Dark Sky Places Program, including all aspects of the 2018 IDSP guidelines.
- Demonstrated ability to work with various stakeholders and holding community meetings.
- Experience using Zoom and other virtual meeting platforms.
- Ability to travel throughout Colorado.

Preferred Skills:



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- Experience in policy work including working with legal ordinances and land use codes.
- Knowledgeable in current lighting industry practices and products.
- Experience organizing events for community engagement.
- Experience with Unihedron SQM devices and other light measuring devices.
- Direct experience working with an International Dark Sky Place is preferred.

General Scope of Work (will be refined depending on location needs):

- Initial training webinar
- At least one meeting a month with DarkSky Colorado ED and other mentors to provide updates and share best practices
- Hold Stakeholder / Community Meetings
 - Identify open doors and obstacles
 - Educate on concerns and myths
- Develop an SQM program and demonstrate proper technique
 - Experience using an SQM
 - SQM Device training for local stakeholders
 - Remote logger / All sky cam (helpful but not required)
- Outline steps and identify required meta data for creating a Lighting Inventory
 - Highlight IDA expectations for a lighting inventory, provide examples
 - Train local leaders on creating a lighting inventory
- Guide and help craft a dark sky ordinance, land use code, lighting management plan (LMP), or other legally binding lighting regulations.
 - Attend City Council and other policy-focused meetings
 - Gain Stakeholder support
- Help Host / Organize Outreach Events
 - Work with local destination stakeholders to help host or organize a community event like star viewing, Dark City Walks, library talks, movies, or other community meetings.
- Work with local stakeholders to organize and develop an International Dark Sky Place application.
- Write a summary report at the end of mentorship.

Please send any questions, a letter of interest and a resume to info@darkskycolorado.org no later than Monday, November 27, 2023.