Welcome to Career Notes

Recent grads and alums, please let Monica know if you would like her to add your non-VLS email to this list! Check out our alumni resources page: https://www.vermontlaw.edu/careers/for-alumni and don't forget to sign up for vlsconnect (see the last page of this newsletter for the link)

If you are an online student or an alum, we are happy to meet with you by phone or via video conferencing. Current online students, please check the Moodle page for resource material on career related topics.

Residential students - Please check out the Masters' Career Services TWEN page. You'll find lots of resources there from resume writing to job searches and workshop materials.

PLEASE NOTE: We can't include all the jobs we find. Set up personal alerts on job search pages (see next page) to receive postings for jobs that fit with your specific needs.

A note on where we find these jobs

In the postings we include, we try to list as much information so that you can find this posting on your own. Wherever possible, a link is also included. We do our best to include only the most recently posted jobs. There are a number of ways that we receive and find the job descriptions we post:

- VLS Alums and friends send them to us
- We actively solicit jobs from past or prospective employers
- Employers seek us out
- We have “alerts” set up on several sites that will send us links to particular types of jobs
- We actively search various job websites for interesting postings relevant to you
- We go directly to the websites of various governments, organizations, and businesses and check out their “join us”, “employment”, or “career” pages

Please let us know if you plan to apply to any of the jobs included in this newsletter so that we can help you with your applications and/or find similar jobs to include in future newsletters.
Office of Career Services
Abby Armstrong, Director
JD Specialist
Mary Sheffer, Associate Director
Recent Grad Specialist
Monica Collins, Assistant Director
Masters Specialist
Elijah Gleason
Career Services Specialist
Masters Externship Coordinator
Shelley Parker
Assistant to Director
Employer Outreach

Abbott House
First Floor

Contact: egleason@vermontlaw.edu

Reminder: We post many of these and other jobs like them on Symplicity, our jobs database.

All VLS students and Alums have access. Symplicity jobs are generally focused on internships and jobs requiring 0-5 years experience.

You may access Symplicity via the Careers Portal on the VLS homepage. The database requires a login, which you should have received during your first semester, if you don’t have it or have misplaced it please let us know and we can email you another (please tell us if your email has changed).

We have job postings on Facebook
https://www.facebook.com/groups/295128751297/
Join the “Vermont Law School Career Services” group on Facebook. This is a closed group only for VLS students and alums. It has new postings daily, and is searchable. Most focus on post-graduation jobs many being Masters specific. In addition there are usually a broad range of positions for a variety of experience levels (including summer internships, fellowships, and similar opportunities). Alums and current students are encouraged to share any career opportunities they may wish to pass on to others.

Contact Us
Whether you're here on campus or working online, a current student, recent grad or an alum - we’re here to help. To schedule a phone or in-person appointment, contact Elijah Gleason at egleason@vermontlaw.edu

“BE KIND WHENEVER POSSIBLE. IT IS ALWAYS POSSIBLE.”
-- DALAI LAMA

Recommended Job Search Websites

Many of these sites allow you to set email alerts

Idealist.org
DC Jobs
LinkedIn Jobs
EcoJobs
Comfoodjobs
The Ladders
Indeed
Seven Days For VT Jobs

USA.Jobs.gov
Zip Recruiter
The Muse
Connect2Justice Jobs
NSCRS (RJ)

These are only a few general websites. There are many more out there! Don't forget to check individual organization websites' "Jobs" or "Careers" page. Sometimes it requires a bit of searching around but most have one. If you find a resource that’s particularly helpful, please send it along!
The World Wildlife Fund (WWF) has several internships open:

**IN-19060 Nature and Financial Risk Intern | Washington, DC**

**Overview:** World Wildlife Fund (WWF), the world’s leading conservation organization, seeks an intern to support its Nature and Financial Risk initiative. The intern will support the development of a literature review and framework that will clarify the economic risks degradation and loss of nature pose at macro (system) and micro (sectoral and business) levels. The report will deliver this information in a way that is meaningful at a systems and sectoral level, particularly to non-environment experts and the private sector.

**Responsibilities:** Internship Description: The intern will support desk research and semi-structured interviews of experts in the field to support the development of a high-level report on nature loss and financial risk.

**Qualifications:** Minimum Requirements: BA/BS in business, finance, environmental science, sustainability, environmental engineering, or related fields. Interdisciplinary interest and educational experience is preferred. **Students enrolled in Masters’ programs in such fields are strongly encouraged to apply.**

- 40 hours per week
- Excellent multi-disciplinary research and communication skills
- Attention to detail
- Organized and self-motivated
- Ability to generate quality outputs with limited oversight

**Location:** Washington, DC  **Compensation:** Paid  **How to apply:** Please submit a resume & cover letter through our Careers page. [https://careers-wwfus.icims.com/jobs/search](https://careers-wwfus.icims.com/jobs/search), IN-19060

**IN-19045 Supply Chain Analyst Intern | Washington, DC**

**Responsibilities - Overview:** For over 30 years, ocean conservation has been a priority for WWF. Much of our work focuses on reducing the negative impacts of fisheries and aquaculture on oceans and other ecosystems. The goal is an economically viable global seafood production system that is environmentally sustainable, socially responsible, and resilient in the face of change. To drive this work, WWF collaborates with companies around the world that lead long-term commitments to source sustainable seafood and to engage their supply chains to develop transformational improvements in the seafood industry. These commitments build upon WWF’s global work with fishing and farming industries, businesses, governments and local communities to safeguard marine wildlife, the natural environment, and the livelihoods of people who depend on the oceans for their wellbeing.

During our 20 years of engagement with companies we have developed a successful approach to helping our partners fulfill their sustainability commitments. WWF has the most public, comprehensive seafood partnerships – working with over 100 leading global companies on their commitment to seafood sustainability. This global scale and collective engagement drives efficiencies of scale and impact along seafood supply chains.

WWF seeks a Seafood Markets - Supply Chain Analyst Intern. This internship will provide the opportunity to learn about the seafood industry supply chain and the work that is going on globally by the food industry to increase sustainable seafood production. The intern will work directly with Senior Program Officers to collect and analyze supply chain data and support development of strategies for engaging fisheries and farms to increase the procurement of sustainable, responsible seafood.

**Internship Description:** In collaboration with a cross-organizational team, the intern will:

- Assist in data collection and analysis of private sector supply chain information
- Synthesize data assessment summaries for corporate partner meeting presentations.
- Present data assessments to corporate partners during in-person meetings.
- Help develop approaches to streamline data collection and analysis process.
- Conduct research projects focused on engaging seafood markets.
- Perform other duties as assigned.

**Qualifications:** Minimum Requirements:

- Bachelor’s degree in the biological sciences (experience in the marine sciences preferred)
- Excellent analytical skills
- Experience working with large datasets in Microsoft Excel (including using pivot tables)
- Experience using Microsoft Word, PowerPoint and Outlook
- Experience with database development (preferred)
- Ability to manage multiple projects and priorities
- Organized and self-motivated
- Excellent communication and interpersonal skills
- Minimum of 30 hours per week

**Location:** Washington, DC  **Compensation:** Paid  **How to apply:** Please submit a resume & cover letter through our Careers page. [https://careers-wwfus.icims.com/jobs/search](https://careers-wwfus.icims.com/jobs/search), IN-19045

* Please note that WWF does not provide VISA sponsorship to interns. As an EOE/AA employer, WWF will not discriminate in its employment practices due to an applicant’s race, color, religion, sex, national origin, age, marital status, genetic information, sexual orientation, gender identity and expression, disability, or protected Veteran status.
We know all about the damage we’re doing to the planet: climate change, plastic pollution, wildlife disappearing forever. But solutions are all around us: better solar panels, better energy storage technology, better electric cars, and on and on.

Our mission—the thing that drives everything we do—is to harness our country’s wealth, our technology and our imagination to make our world a greener, healthier and more sustainable place to live for all of us.

Imagine yourself organizing a town hall meeting on solar power. Or building a community coalition to keep local waters clean. Imagine building the organizational power—the funds, the membership, the activist base and more—that it takes to keep all of this critical work going for the long haul.

That’s what you’ll do with Environment America during this two-year fellowship program. We work to mobilize the support it takes to build more solar and wind power, reduce global warming pollution, keep our beaches, rivers and streams clean, protect our wildlife and wild places, and hold polluters accountable when they violate our environmental laws.

WHAT YOU’LL DO

- **Build powerful coalitions**: Reach out to small business owners, farmers, public health officials and others to demonstrate support for our policy goals.
- **Earn traditional media and social media attention**: Organize news conferences and write opinion pieces. Build a following on Facebook and Twitter for your campaigns.
- **Lobby elected officials**: Coordinate strategy with a champion in Congress. Make a convincing case to a legislator who is undecided on a particular vote. Work the “inside game” to complement our outside field operation, where most of our power is derived.
- **Research and write reports**: Catalogue and analyze sources of carbon pollution in the U.S. Detail the success of the Clean Water Act in our reports. Help influence public debate and earn media attention for our cause.
- **Identify and cultivate donors**: Reach out to foundations and major donors and ask them to fund our work to tackle global warming, promote clean energy, and protect our most spectacular natural areas.
- **Run a grassroots campaign office each summer during your fellowship**: Hire and manage a staff of 20 canvassers. Raise money, build our organization and membership, and help win one of our key campaigns.

PAY & BENEFITS

The target annual compensation for this position is $27,000 in the first year. Environment America offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement. Positions start in August 2019. Visit our website for our immediate openings.

Environment America is part of The Public Interest Network—a group of organizations that share a vision of a better country, a set of core values, and a strategic approach to getting things done. Visit publicinterestnetwork.org to learn more.

Environment America is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of race, color, national or ethnic origin, religion, age, sex, disability, pregnancy or veteran status.

HOW TO APPLY

LEARN MORE AND APPLY AT [OUR WEBSITE](#).
AmeriCorps Conservation Positions | Conserving Carolina |
Hendersonville, NC
Deadline: May 24, 2019   |  Job Type: Seasonal / temporary

AmeriCorps Project Conserve seeks dedicated individuals to fill 33 full-time positions serving critical conservation needs in western North Carolina. Each full-time member will serve 1700 hours from September 3, 2019 through July 31, 2020. The program places members in service with one of 17 host site organizations working to protect the unique natural resources of the southern Blue Ridge Mountain region.

Members connect people with nature and enhance quality of life through conservation education, volunteer recruitment/coordination, and trail creation/improvement. Members also improve environmental conditions in WNC through activities including habitat restoration, water quality monitoring, and public land and river improvements projects.

Project Conserve strives to foster a culture that celebrates and supports equity, diversity, and inclusion, learning and continuous improvement, and high-quality community service. AmeriCorps positions provide unique opportunities for members to develop leadership and professional skills to support their future career goals. Members participate in training and service days up to three days per month with the full Project Conserve team and on an ongoing basis as part of their host site service. Training may cover a broad range of topics including conflict resolution, wilderness first aid, and CPR/AED, project planning, non-native invasive species identification, trail construction, volunteer management, and education program development.


Eligibility Requirements: Applicants must:
- Be at least 18 years of age at the commencement of service
- Fulfill minimum education requirements (See website for individual service descriptions)
- Be a citizen, national, or permanent resident of the United States
- Be available between September 3, 2019, and July 31, 2020, and commit to the full service term
- Consent to a criminal history check and be cleared for service
- Meet additional qualifications and essential functions as listed in the individual service descriptions

Compensation & Benefits
For full-time (1700 hour) positions in the 2019-2020 program year, members will receive:
- Living stipend of $14,036 over the 11-month term of service (paid twice per month, minus taxes)
- Health insurance reimbursement, and childcare assistance (if eligible)
- Education award of $6,095 upon successful completion of the program. This award can be used to pay off existing eligible school loans or apply for future education
- Mentorship, training, and professional development opportunities

HOW TO APPLY: Please go to conservingcarolina.org/americorps/ for more information and to apply.

Deadline to Apply is May 24, 2019. Contact Amy Stout with any questions at (828) 697-5777, ext 217 or projectconserve@conservingcarolina.org. Conserving Carolina is an Equal Opportunity Employer. Individuals with disabilities are encouraged to apply. Reasonable accommodations will be provided to individuals with known physical / mental disabilities.

Administered by Conserving Carolina, Project Conserve is an AmeriCorps program supported through grants from the North Carolina Commission on Volunteerism & Community Service in the Office of Governor Roy Cooper, from the Corporation for National & Community Service, and the critical support of our host sites and community partners.

Website: https://conservingcarolina.org/americorps
Climate Change Policy Fellow Work for Progress | Denver, CO

Start Date: August 5, 2019 | Application Deadline: May 13, 2019 | Salary: At least $27,000

Become an Environment America Fellow: We know all about the damage we’re doing to the planet: climate change, plastic pollution, wildlife disappearing forever. But solutions are all around us: better solar panels, better energy storage technology, better electric cars, and on and on.

Our mission—the thing that drives everything we do—is to harness our country’s wealth, our technology and our imagination to make our world a greener, healthier and more sustainable place to live for all of us.

Imagine yourself organizing a town hall meeting on solar power. Or building a community coalition to keep local waters clean. Imagine building the organizational power—the funds, the membership, the activist base and more—that it takes to keep all of this critical work going for the long haul.

That’s what you’ll do with Environment America during this two-year fellowship program. We work to mobilize the support it takes to build more solar and wind power, reduce global warming pollution, keep our beaches, rivers and streams clean, protect our wildlife and wild places, and hold polluters accountable when they violate our environmental laws.

WHAT YOU’LL DO

• Build powerful coalitions: Reach out to small business owners, farmers, public health officials and others to demonstrate support for our policy goals.
• Earn traditional media and social media attention: Organize news conferences and write opinion pieces. Build a following on Facebook and Twitter for your campaigns.
• Lobby elected officials: Coordinate strategy with a champion in Congress. Make a convincing case to a legislator who is undecided on a particular vote. Work the “inside game” to complement our outside field operation, where most of our power is derived.
• Research and write reports: Catalogue and analyze sources of carbon pollution in the U.S. Detail the success of the Clean Water Act in our reports. Help influence public debate and earn media attention for our cause.
• Identify and cultivate donors: Reach out to foundations and major donors and ask them to fund our work to tackle global warming, promote clean energy, and protect our most spectacular natural areas.
• Run a grassroots campaign office each summer during your fellowship: Hire and manage a staff of 20 canvassers. Raise money, build our organization and membership, and help win one of our key campaigns.

PAY & BENEFITS: The target annual compensation for this position is $27,000 in the first year. Environment America offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement. Positions start in August 2019. Visit our website for our immediate openings.

LEARN MORE AND APPLY: Please apply at our website.

Environment America is part of The Public Interest Network—a group of organizations that share a vision of a better country, a set of core values, and a strategic approach to getting things done. Visit publicinterestnetwork.org to learn more.

Environment America is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of race, color, national or ethnic origin, religion, age, sex, disability, pregnancy or veteran status.
Fairtrade Supply Chain Coordinator (Fresh Produce) | Equal Exchange –MA | West Bridgewater, MA

In 2006, three entrepreneurial organizations came together to create Oke USA. Their goal was to introduce small farmer, fair trade bananas to the US market. Today, Oke USA now operates as the produce importing arm of Equal Exchange, importing fresh bananas, avocados, and banana puree from Latin America. We invite you to join our small and dynamic team to grow Oke’s impact and mission. More Information: http://beyondthepeel.com

Job Description: Employment Status: Full time regular position | Hours: 40-45 hours/week
Salary: Dependent on experience | Benefits: Health and dental insurance coverage, vacations, holidays, sick days; simple IRA plan with 2% of salary match | Location: Equal Exchange Headquarters, West Bridgewater, MA

Duties and Responsibilities: Logistics (70%): Manage complex weekly international and domestic logistics of one of Oke’s fresh produce categories (avocados / bananas) from Latin America to US ripeners and distributors Coordinate orders, ocean/truck transportation, customs, domestic logistics, quality control Co-manage projections, procurement, and inventory management Co-manage customer relations and distribution Perform pricing and financial analysis Sales and Education (20%): Build and maintain relationships with existing customers and accounts; implement grassroots marketing efforts to build store and consumer awareness of brand mission through demos, store visits, social media, print, store staff trainings, educational lectures

Team (10%): Participate in staff, team and educational meetings and activities. Understand producer partners, trading policies, and the Fair Trade movement. Work with the Oke team to engage in team level sales, supply chain and creative thinking around building alternative fair trade supply chains.

Qualifications:

Required
- Ability to manage complex logistics
- Resiliency
- Problem solver
- Good communication skills
- Team player
- Ability to work independently
- Time management skills
- Ability to relocate to Boston / Providence / West Bridgewater area
- Ability to work under high stress in a fast paced environment
- Attention to detail alongside the ability to think big picture
- Commitment to making a difference and passion for issues related to sustainable agriculture and alternative food systems!
- Flexibility and willingness to continuously learn by experience. This job may evolve as Oke grows and evolves
- Spanish language fluency or high proficiency Preferred
- Experience with perishable produce logistics
- Experience with Latin American farmer cooperatives
- Experience working in social-justice, food systems and/or other mission based work

To Apply: Email a cover letter, resume and brief answers to the three application questions below to: hiring@okeusa.com

Questions: If you were a small scale banana or avocado farmer, what would you want out of a relationship with Oke USA?

The top five banana companies (Dole, Chiquita, Noboa, Fyffes, Fresh Del Monte) account for more than 45% of the global banana market. Oke USA operates at a minute scale in comparison. What are some of the challenges associated with this difference in scale and how would you approach those challenges?

Oke USA must compete with other produce companies on the most conventional terms while also carrying out our fair trade mission. What do you bring to a company with this challenge?

Job Link: https://equalexchange.coop/oke-usa-supply-chain-coordinator

Oke USA / Equal Exchange supports equal employment opportunity for all classes of individuals, regardless of age, race, color, national origin, citizenship status, disability, religious creed, sex, gender identity or expression, sexual orientation, marital status, economic status, veteran status.
Communications Associate | Pesticide Action Network, North America | Remote in Iowa

Overview: Pesticide Action Network North America is seeking a Communications Associate. This position combines the production of compelling issue messaging and writing for various audiences with campaign strategy and partnership development. We’re looking for someone who writes strong narrative, is ready to develop and implement social media strategies, and is comfortable working in complex coalitions. The ideal candidate has strong writing, editing, and proofreading skills across platforms, and must be skilled in communicating and working with diverse people on issues for a more just future. The ability to write crisp and compelling content, despite complexity, is a must for this position. Further, the Communications Associate must hold a firm commitment to anti-oppression, and will have experience and know-how with strategic communications and meeting people where they’re at to inspire and motivate people to action.

The Communications Associate will join the Communications and Media Director, Digital Production Manager, and Communications Manager in PAN’s Communications Hub. We are a team who enjoys the dynamic of a fast-paced organization where we juggle day-to-day production, campaign team work, partnerships, and strategic projects rooted in our annual team strategic plan. This work is rewarding, collaborative, self-directed, and comes with caring colleagues, very flexible scheduling, and a competitive benefits and salary package.

This Communications Associate is .8FTE, exempt, and is a remote position in Iowa, but includes periodic travel to other parts of the Midwest and U.S., plus 2-3 annual trips to Berkeley, CA. People of color and people who have roots in, or experience working with, agricultural or rural communities are particularly urged to apply. Proficiency in Spanish is a plus.

The Communications Associate reports to the Communications and Media Director who is based in Berkeley, CA.

To Apply: Applications will be accepted until the position is filled, with interviews beginning as soon as qualified candidates are identified. Submit the following application materials to ahna@panna.org with "Communications Associate application" in the subject line: • A cover letter • A resume or CV with relevant work, volunteer, and/or education experience • Three samples of your work. Please include at least 2 writing samples

The Organization: PAN North America works to create a just, thriving food system, working with those on the frontlines — farmers, farmworkers, families with young children, Native people and rural communities — to tackle the health, economic, and environmental problems created by our industrialized system of food and farming. We are part of a global network that works to reclaim the future of food and farming from corporate interests. Our work in Iowa and the Midwest focuses on building the power of frontline communities to shape our food system. In spite of the limitations of policy processes, we emphasize policy change in order to hold those with power — not everyday people — responsible for the problems in our food system.

Our organizational values are here: http://www.panna.org/about-us/mission-values.

Responsibilities and Preferred Qualifications: The Communications Associate will produce strategic written and multimedia content for PAN’s platforms, including social media, websites, and traditional media in order to build power for PAN’s work for a more just food and agriculture system. Further, the Communications Associate will represent PAN in our work with partners, and in partnership with the PAN team, will develop campaign and communications strategies to end chemical-intensive agriculture by reclaiming the future of food and farming. The Communications Associate must hold a firm commitment to anti-oppression.

Major areas of responsibility include: • Writing: Write, edit and proof email action alerts, website content, media releases, blogs, social media posts, and other resources and materials. • Partnership: Represent PAN in our work with partners in the Midwest. Our partners include those most impacted by chemical-intensive agriculture. Develop communications strategies in PAN campaign teams informed by these relationships. • Communications Team Collaboration: Work with Communications Hub team members to collaboratively develop and implement communications strategy as a part of PAN’s campaign work and organizational mission. Support Communications Hub team members in daily production and/or strategic projects as needed, including email alert production, media release distribution, and graphic design.

Preferred qualifications: • Demonstrated experience in performing and excelling on the above major areas of responsibility. • Experience in or familiarity with issues of rural, food, and farming justice. • Attention to detail • Willingness to ask questions. • Ability to manage multiple projects and deadlines. • Comfortable with public speaking. • Spanish proficiency a plus • Demonstrated commitment to anti-oppression work. Ability to compassionately and effectively navigate difficult conversations on these topics.

Compensation: The salary for this .8FTE exempt position is in the mid $30Ks. PAN offers an extensive benefits package, including health, dental and vision insurance, a 401(b) retirement plan, vacation and sick leave, parental leave, and flexible scheduling.

PAN embraces diversity and is actively committed to increasing diversity among our staff, board and volunteers. We are seeking individuals from a wide variety of ethnic, racial and social backgrounds for this position. We strongly encourage people of color or with roots in other countries or cultures to apply. PAN does not discriminate against applicants or employees for reasons of race, color, disability, religion or creed, national origin or ancestry, gender, gender identity, sexual orientation, marital status, prior convictions, incarceration or age.
**Environmental Protection Specialist | Dept. of Energy and Environment, District of Columbia | Washington, DC**

**Job ID:** 6975 | **Location:** 1200 First Street, NE | **Full/Part Time:** Full-Time | **Regular/Temporary:** Regular | **Date Opened:** 04/17/2019  
**Area of Consideration:** Open to Public | **From Grade:** 13 | **Type of Appointment:** Career Service - Term Appt  
**Minimum Rate:** $92,093.00 / **Maximum Rate:** $118,670.00 | **Target Openings:** 1 | **Date Closed:** 05/02/2019 | **Agency:** Dept of Energy and Environment  
**Bargaining Unit:** 1_2 | **Available Openings:** 1

**JOB SUMMARY:** The mission of the Department of Energy and Environment (DOEE) is to protect and restore the environment, conserve natural resources, and improve the quality of life in the District of Columbia. As the nation's capital city, the District will become a model of environmental protection and sustainable environmental practices. In partnership with other District agencies, the federal government, business groups, non-profit organizations, and residents, the department will help instill environmental awareness through innovation and best practices.

This position is located in the Regulatory Review Division (RRD) of the Natural Resources Administration (NRA) in the Department of Energy and Environment (DOEE). In collaboration with other divisions of DOEE, RRD plans to establish and implement a new regulatory framework for permitting dewatering into the Municipal Separate Storm Sewer System (MS4). The dewatering permitting program would be an addition to the multiple water resources construction permitting programs implemented by RRD, including wells, stormwater management, erosion and sediment control, floodplain, Green Area Ratio, and wetlands. RRD is also responsible for off-site mitigation programs that provide compliance options for regulated development, including wetland mitigation and the Stormwater Retention Credit (SRC) Trading Program. In addition to its regulatory functions, RRD manages DOEE’s SRC Price Lock Program, which is designed to scale up construction of runoff-reducing green infrastructure (GI) in priority areas that maximize benefits for District waterbodies. RRD also implements the District’s RiverSmart Rewards stormwater fee discount program, which provides a discount on stormwater impervious fees to property owners who have installed GI.

**DUTIES AND RESPONSIBILITIES:** This position will serve in the Water Resources Protection and Mitigation Branch, leading the ongoing development and implementation of regulations that DOEE is currently developing for dewatering into the MS4. DOEE expects these regulations to establish the circumstances and conditions under which properties can dewater into the MS4, including properties undergoing construction and post-construction dewatering of sub-grade structures. This will include contributing to the regulations; developing guidance for applicants on the requirements and process to obtain DOEE approval for dewatering; coordinating with stakeholders; developing and implementing business processes for receiving, reviewing, and tracking applications and site monitoring results; and coordinating with DOEE inspectors, as appropriate, to ensure compliance. The position will also review applications to ensure pre-discharge site and dewatering discharge characterization plans are adequate to determine if a treatment system is required; to evaluate monitoring results; and to evaluate adequacy of existing and proposed treatment systems. In addition, the position will manage projects, in coordination with other DOEE divisions, to better understand issues that may impact the adaptive management of the dewatering program. This may include evaluation of natural levels of pollutants in groundwater and modeling impacts of pollutants on receiving waterbodies.

**QUALIFICATIONS AND EDUCATION:** Must possess at least one (1) year of specialized experience equivalent to the CS-12 grade level. Specialized experience is experience which is in or directly related to the line of work of the position and has equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of the position.

Bachelor’s Degree preferred in Engineering, Civil, Environmental, and Water Resources or other related field AND at least one to three (1–3) years of relevant training and/or work experience that demonstrate equivalent to the CS-13 grade level in the District of Columbia government service.

The ideal candidate should have a high level of expertise on groundwater and surface water hydrology and interactions with soil and water-related chemistry. The candidate should have experience with permitting review procedures and business processes and with program development and administration. The candidate should have strong written and oral communication skills, strong analytical and problem-solving skills, and a strong understanding of the perspective of stakeholders in the development and environmental communities, as well as federal regulators and the general public.

**LICENSE AND CERTIFICATION:** A valid Driver’s License is required.

**WORKING CONDITIONS/ENVIRONMENT:** Work is in a controlled environment and requires following basic safety precautions.

**PROMOTION POTENTIAL:** None. | **OTHER SIGNIFICANT FACTS:** This position is a 13 month Career Service Term Appointment (CS).

**THIS POSITION REQUIRES A PRE-EMPLOYMENT CRIMINAL BACKGROUND CHECK.**

*The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.*

Program Coordinator: Rocky Mountain Institute transforms global energy use to create a clean, prosperous, and secure low-carbon future. That is our mission. That is our passion. And every day, every member of our team of nearly 200 works tirelessly to achieve it. We are driving the global energy transition from fossil fuels to efficiency and renewables by working in partnership with businesses, communities, institutions, and entrepreneurs to advance market-based solutions. We achieve this by developing breakthrough ideas, testing and refining them, reshaping markets, and bringing solutions to scale. RMI is an independent 501(c)(3) nonprofit organization with an annual budget of $46 million and offices in Basalt and Boulder, Colorado; New York City; Washington, D.C.; Oakland, California; and Beijing.

Job Description: Rocky Mountain Institute (RMI) is seeking two Program Coordinators with exceptional organizational and communication skills to facilitate successful execution of all operations within an R&C program, enabling maximum impact and return on investment. The Program Coordinator plays a key role in ensuring that the knowledge developed by the program is effectively managed and communicated to relevant parties. The Program Coordinator drives efficiency across operations and supports successful execution by monitoring and reporting on progress, resource usage and performance to objectives. He/She also ensures program budgets and progress are reported to staff and funders, and that the program coordinates and collaborates with stakeholders to drive change. One position will be based in Boulder, Colorado, and one in Oakland, California.

Key Responsibilities
- Create and manage process to codify operational strategy documents and other information developed by the assigned program
- Plan, organize, and execute program-related events
- Maintain budgets and coordinate with PMO for internal reporting
- Cross coordination across teams for reporting
- Assist in identifying and pursuing key points of leverage in the execution of each operation
- Maintaining program specific data in Salesforce
- Assist in the planning and execution of outreach to target audiences and stakeholders
- Provide baseline project administration support and surge capacity to core staff
- Work with program leaders to ensure consistent processes and tools are utilized across the program
- Support fundraising by coordinating with Development to ensure relevant materials are translated effectively for fundraising purposes
- Identify and set up key connections with potential funding sources in collaboration with Development
- Collaborate and with executive assistants to ensure program is functioning smoothly
- Support program leadership in opening a new RMI office location in Oakland, California (only applies to Oakland position)

Necessary Qualifications and Skills
- Passion for the mission of RMI
- Experience with program content and proven ability to rapidly assimilate material, understand content and implications, and participate effectively in related programs
- Ability to work with senior staff in various organizations and governments
- Ability to manage stakeholder relationships
- Strong verbal and written communications skills
- Proven project management skills
- Proven organization skills
- Knowledge of budgeting, finance, and activities of the project management office
- Knowledge of Salesforce
- Demonstrable problem solving skills
- Ability to effectively multitask
- Willingness to travel
- Presentation skills
- Good judgment and strong decision-making ability
- Attention to detail and exceptional accuracy

APPLY FOR THIS POSITION
Program Analyst, Sustainable DC | District of Columbia, Dept. of Energy & Environment | Washington, DC

Job ID: 6974 | Location: 1200 First Street, NE, Washington, DC | Full/Part Time: Full-Time | Regular/Temporary: Regular
Date Opened: 04/12/2019 | Date Closed: 04/27/2019 | Area of Consideration: Open to Public | From Grade: 13 | Type of Appointment: Career Service - Term Appt | Minimum Rate: $85,149.00 | Maximum Rate: $109,710.00 | Target Openings: 1

General Job Information

JOB SUMMARY
Located in the Department of Energy & Environment’s Urban Sustainability Administration, this position will coordinate the implementation of the Sustainable Plan within the agency, across related District agencies, and with community partners. Responsibilities will include: strategizing on implementing specific plan actions, coordinating the annual plan progress report, developing and strengthening community partnerships (such as universities, embassies, and community organizations), managing Sustainable DC communications (monthly newsletter, social media, email), and engaging with residents on sustainability.

DUTIES AND RESPONSIBILITIES
Responsibilities include but are not limited to: Coordinate citywide implementation of the Sustainable DC plan across District Government, including tracking and reporting on actions; Develop innovative policy and programs to support plan goals and targets; Develop and strengthen collaborative relationships with key stakeholders within District Government, community organizations, major institutions, and residents groups; Strategize on and manage communications regarding Sustainable DC, including marketing campaigns, the website, data visualization, monthly newsletters, and social media; Work collaboratively as a part of a small group to engage residents and other community members on sustainability, especially people who have historically not been included in sustainability discussions, through events, campaigns, and discussions.

QUALIFICATIONS AND EDUCATION
Applicants must have at least one (1) year of specialized experience equivalent to the next lower grade level, CS-12. Specialized experience includes strong community engagement and partnership experience, stakeholder engagement, analysis, project management, and social media communication strategies.

LICENSE AND CERTIFICATION
None.

WORKING CONDITIONS/ENVIRONMENT
Work is primarily performed in a normal office setting.

PROMOTION POTENTIAL
None.

OTHER SIGNIFICANT FACTS
This is a 13 month term appointment with a not to exceed (NTE) date.

TO APPLY: Visit:

THIS POSITION REQUIRES A PRE-EMPLOYMENT CRIMINAL BACKGROUND CHECK.
The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.
The Great Basin Institute (GBI), based in Reno, NV, is an interdisciplinary field studies organization that promotes environmental research, education, and conservation throughout the West. The Institute advances ecological literacy, professional development, and natural/cultural/recreation resource management through educational outreach and direct service programs. GBI’s Research Associate (RA) Program seeks a Coordinator to support program logistics, operations, and management of RAs in Nevada and other western states. GBI RAs work with federal, state and local land management agencies on a wide variety of field-based projects including wildlife monitoring, invasive plant inventories, recreation use surveys, resource mapping and monitoring, restoration, wilderness monitoring and inventories, cultural resource surveys, travel management inventories, as well as other resource management initiatives. The RA Program Coordinator works with GBI staff to recruit, place and manage Research Associates, coordinate project logistics and scheduling, perform payroll, expense-report and other administrative duties, as well as to ensure compliance with grant and agency rules and regulations. This is an office-based position.

The RA Program Coordinator will encounter a variety of opportunities for professional development, including gaining insight to the operational policies and procedures of a mid-sized environmental non-profit organization, exposure to a spectrum of environmental resource management positions and approaches for supporting them, strengthening interactive skills through communication with diverse professional staff, and ability to effectively support the success of a mission-driven enterprise.

**Duties:** Coordinate recruitment and logistical planning for new and existing RA projects/positions by understanding scopes of work, reviewing applications, conducting interviews, procuring equipment, and supporting orientation/training; | Communicate regularly with Research Associates and agency partners via phone and written correspondence regarding position status, performance, work satisfaction, and administration; | Maintain databases for tracking program members, project deliverables, and performance measures; | Gather, manage and process data needed to satisfy quarterly and annual reporting requirements; | Develop, adapt and apply systems that enhance the success and satisfaction of RAs in the program; | Collect, review and process GBI administrative forms, including timesheets, expense reports, and time-off requests; | Collaborate extensively and assist program staff with program operations, maintenance and expansion; | Collaborate with and assist other GBI programs as required; | Follow and enforce policies detailed in the GBI Personnel Handbook; and | Other duties as assigned.

**Location:** Based at GBI offices in Reno, NV. The “Biggest Little City in the World”, Reno has an estimated population size of nearly 250,000; the greater Reno-Sparks metropolitan area has a population of just over 435,000. The city sits in a high desert at ca. 4,500 feet in elevation, at the foot of the Sierra Nevada mountains, along the Truckee River as it flows from Lake Tahoe to Pyramid Lake. Weather is mild, with four distinct seasons. Reno offers easy access to world-class outdoor recreation, with a 3- to 5-hour drive to Yosemite and Death Valley National Parks, the Pacific Ocean, and California redwood forests. Closer to home, Nevada boasts more natural hot springs than any other state in the country, over 150 named mountain ranges, and 30 mountain peaks over 11,000 feet. In Reno, recreation and entertainment includes eight major ski resorts within 2 hours of the Reno-Tahoe airport; fishing and boating on Lake Tahoe, the Truckee River, and Pyramid Lake; minor league baseball with the Reno Aces (the Triple-A affiliate of the Arizona Diamondbacks); cultural festivals during the summer along the banks of the Truckee River; and a small but growing collection of craft microbreweries and micro-distilleries. For more, visit [http://www.movoto.com/reno-nv/moving-to-reno/](http://www.movoto.com/reno-nv/moving-to-reno/)

**Time frame:** Annual appointment starts in May; renewable pending performance and funding. | Full time, 40 hours per week; available to occasionally work a varied schedule as needed, including some weekends, evenings and/or holidays.

**Compensation:** Total Compensation Package: $40,278 - $43,398 annually | Salary: $34,000 - $37,000 annually, DOE | Health insurance coverage | Up to 4% Annual Salary 401K Plan Matching Contribution | Paid vacation, sick leave, and holidays

**Qualifications:** Bachelor’s degree | Experience (at least 1 year) with project management, including scheduling, logistics, personnel management, recruitment and retention, and/or training | Familiarity and alignment with mission-driven nonprofit organizations strongly preferred | Strong interest in and appreciation of natural, cultural and/or recreation resources, land management, and/or environmental policy | Ability to learn new database systems and follow procedural documents (e.g., payroll review procedures) | Attention to detail, and ability to audit extensive data systems | Proficiency in the Microsoft Office suite of programs (Outlook, Excel, Word, PowerPoint, Access, Project) to manage, present and track program information | Ability to communicate effectively, both written and verbal, with diverse audiences | Strongly developed organizational skills and ability to self-motivate | Willingness to travel occasionally to conduct site visits at RA service locations in NV and possibly in other western states | Willingness and ability to work in a fast-paced, dynamic office environment, and to consistently enact high performance standards and a strong work and team ethic in support of the goals and objectives of the RA Program and the mission of GBI | Valid, state-issued driver’s license and familiarity with safe-driving practices, preferred; and | Ability to pass an FBI criminal background and National Sex Offender Public Registry (NSOPR) check.

**HOW TO APPLY:** Please follow this link to apply directly through our online portal:

Conservation Coordinator – 47450 | The Nature Conservancy | Mount Pleasant, SC

The Nature Conservancy offers competitive compensation, 401k or savings-plan matching for eligible employees, excellent benefits, flexible work policies and a collaborative work environment. We also provide professional development opportunities and promote from within. As a result, you will find a culture that supports and inspires conservation achievement and personal development, both within the workplace and beyond.

YOUR POSITION WITH TNC: The Conservation Coordinator provides technical leadership and support to help implement a suite of protection strategies, with a primary focus on managing the conservation easement compliance monitoring program for 160+ properties totaling over 165,000 acres in South Carolina. S/he will support the Director of Land Protection in new land acquisition projects with tracking, conducting baseline documentation reports, and managing contracts on easement and preserve lands.

**Essential Functions:** The Coordinator provides technical leadership and support to the South Carolina Chapter by managing the statewide conservation easement compliance program. S/he ensures that annual monitoring reports are completed and reported in a timely manner for all properties where the Conservancy holds a conservation easement or deed restriction in accordance with established TNC standard operating procedures. In addition, the Conservation Coordinator is responsible for conducting baseline and annual monitoring and submitting reports for a number of properties in South Carolina. S/he provides leadership, training, and technical assistance regarding annual monitoring to landscape programs where necessary. Moreover, s/he routinely works with landscape staff, landowners and TNC attorneys to respond to easement interpretation questions, notices and to resolve issues regarding easement compliance issues and violations. In addition, this person works closely with science and stewardship staff to manage contracts related to the management of preserve properties.

The Conservation Coordinator will also support the SC land protection program to help protect ecologically important areas in South Carolina and employs a full range of protection tools to acquire different legal interests in land. Works with private landowners, government agencies, conservation partners and contractors to coordinate project details, to move towards closing.

**Responsibilities And Scope:** Performs tasks with minimal supervision and makes independent decisions based on analysis, experience and judgment.

- Designs, implements and directs multiple complex projects, setting deadlines and ensuring program accountability and legal compliance.
- Ensures program compliance with internal policies and external requirements.
- May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.

**Minimum Qualifications**

- Bachelor’s degree and 2 years’ experience in natural resource management or equivalent combination of education and experience.
- Experience interpreting legal documents, including deeds and conservation easements.
- Experience conducting field work (i.e., land management, ecological monitoring, etc.).
- Experience using common software applications such as Word, Excel, web browsers, etc.
- Experience in basic cartography, ArcGIS and GPS.
- Must have valid driver's license

**Desired Qualifications**

- 2-5 years’ experience in natural resource management or equivalent combination of education and experience.
- Ability and willingness to apply science to decision-making and let science guide activities.
- Relationship building skills to work closely with a variety of partners and the public, i.e., media, government officials, internal scientists.
- Excellent communication skills via written, spoken and graphical means in English.
- Experience conducting field work (i.e., land management, ecological monitoring, etc.).
- Experience using common software applications such as Word, Excel, web browsers, etc.
- Experience creating and managing ArcGIS databases and managing spatial datasets.
- Knowledge of current trends and practices in conservation, ecological land management and natural resource preservation.
- Completing tasks independently with respect to timeline(s).
- Experience in managing volunteers.
- Ability to obtain related licenses or certifications such as prescribed burning (red card), first aid, CPR, herbicide application.
- Must have valid driver’s license and safe driving record (per TNC’s Auto Safety Program.)

**AUTO SAFETY POLICY:** This position requires a valid driver’s license and compliance with the Conservancy’s Auto Safety Program. Employees may not drive Conservancy-owned/leased vehicles, rental cars, or personal vehicles on behalf of the Conservancy if considered "high risk drivers." Please see further details in the Auto Safety Program document available at www.nature.org/careers. Employment in this position will be contingent upon completion of a Vehicle Use Agreement, which may include a review of the prospective employee’s motor vehicle record.

To apply to this position, please visit www.nature.org/careers and click on Current Job Opportunities. Please submit your resume (required) and cover letter separately using the upload buttons. The successful applicant must meet the requirements of The Nature Conservancy’s background screening process.
Local Food Programs/Office Coordinator | Food Roots | Tillamook, Or

**COMPANY DESCRIPTION:** Founded in 2006, Food Roots works to grow a robust food system on the north Oregon coast by engaging our community, supporting farmers and entrepreneurs, and improving access to locally produced food. Our aim is to foster a strong food system in which everyone in Tillamook County will be able to eat local food daily, and through which residents will better understand their role in the local food system, have the ability to grow their own food when possible, and have the resources to eat well. We believe such a food system will lead to a healthier community, a stronger economy, and increased well-being throughout our communities.

**JOB DESCRIPTION:** Would you love to support Food Roots’ mission and engage in this work? The ideal candidate will be experienced in handling a wide range of administrative and program related tasks and will be able to work independently with limited supervision once trained. Must be flexible and enjoy the administrative challenges of supporting a small organization. We currently have five staff and one service member, so you’ll be joining a small team of people dedicated to this work. This position will lead our FarmTable project (a 100% local food storefront), Double Up Food Bucks (SNAP Match at Farmers Markets) coordination and other local food program content for Food Roots, while also providing administrative support to the Executive and Development Directors and coordinating day to day office tasks. Excellent attention to detail and organizational skills are critical. A full job description can be found here.

**Employment Dates:** Year-round | There will be an initial 90-day trial period for this position. | Hours: 30 hours/week year round; 40 hours/week June-October. This is a permanent position, year round, and is dependent on grant and community-based fundraising. Possibility for increased hours up to 40 hrs/year round

**Compensation:** This is a non-exempt position and starts at $17 to $18.50/hour based on experience. Food Roots provides nine paid holidays and paid time off by accrual basis.

**QUALIFICATIONS AND REQUIREMENTS**
- A demonstrable commitment to Food Roots’ mission and values.
- 2-3 years’ experience in program and project coordination, including program scope and development, budgeting, implementation, evaluation.
- Ability to manage multiple projects at once; handles interruptions with ease, maintains focus on tasks and produces accurate work; excellent initiative and follow-through.
- Valid driver’s license, ability to operate personal motor vehicle with travel to remote work sites (some overnight travel also required at times); Food Roots reimburses all work related travel at the current Federal reimbursement rate.
- Must be able to work Saturdays, June through October 10am to 2pm at the FarmTable storefront, with flexibility to request 2-3 Saturdays off.
- Must be able to work some evenings and weekend days when event or project requires it.
- Ability to lift up to 25lbs.

**SKILLS AND EXPERIENCE FOR IDEAL CANDIDATE**
- Strong commitment and track record building and maintaining relationships with diverse community partnerships and individuals.
- Strong food system experience.
- Comfortable using office computer programs including Google Suite (docs, sheets, forms, calendar, drive); will seek out help and self-teach new skills if needed.
- Experienced with basic accounting, strong math skills, record keeping, and office management systems; well organized with outstanding attention to detail.
- Desire working collaboratively with people from diverse backgrounds in terms of race, ethnicity, gender (including non-binary), sexual orientation, socioeconomic/class, and religion.
- Experience in recruiting, coordinating and managing volunteers of all ages.
- Demonstrated experience working with some of the following program stakeholders: limited income households or individuals, food producers, food buyers/restaurants, schools, farmers markets, food pantries/food banks, volunteers.
- Knowledgeable of and/or interest in supporting & growing local food systems.
- Bonus skills may include: Spanish language ability (highly desirable), gardening/farm or entrepreneurial experience, Graphic design abilities.

**HOW TO APPLY:** Please [CLICK HERE](#) to sign in and view application details. If you are not registered, you’ll be prompted to do so. Don’t worry, it’s free!
COMPANY DESCRIPTION: University of Georgia Cooperative Extension has local offices in 158 counties across Georgia. We've built a reputation of providing trusted, science-based research and education through a network of committed specialists, agents and volunteers. We offer summer internships, full and part-time professional and paraprofessional positions working in agriculture & natural resources, family & consumer sciences and 4-H & youth development programs.

JOB DESCRIPTION: This position will provide educational programming in the Agricultural and Natural Resources area in Athens-Clarke County. This will include managing the Agricultural & Natural Resources program in Athens-Clarke County by providing educational opportunities in production agriculture, horticulture, and natural resources to a wide variety of audiences utilizing multiple teaching methods. There is over $23 million in Ornamental Horticulture and Turf production, over $4.7 million in Livestock and Poultry Production, and close to one million in greenhouses and organic vegetable production in the county. With a population of just over 127,000 and as the home to the University of Georgia, this county is one of the more urban counties in the area and has a need for a county agent that can deliver programming for many sectors of the agricultural community.

This position requires frequent night meetings, some weekend work, and attendance at out-of-county meetings. A valid driver’s license and access to a reliable private vehicle for official duty travel are required. Reimbursement for business travel will be provided. Transportation of others including 4-H Youth and Adult Clientele is also a common and necessary function of the job. 4-H competitions, overnight camps, and other events are conducted at district and state levels and necessitate travel and transport of participants.

ADDITIONAL REQUIREMENTS
- A Master’s degree in Agriculture or related area; a Bachelor’s degree is acceptable for a Public Service Provisional appointment.
- Relevant/Preferred Education, Experience, Licensure, and/or Certification/Preferred Knowledge, Skills, Abilities and/or Competencies
- Computer skills including knowledge of Microsoft Office suite
- Ability to speak to/teach large groups of residents
- Ability to organize and carry out activities and programming for youth
- Ability to establish and maintain effective working relationships with county, district, and state staff, local government employees, and clientele
- Ability to show high standards of professionalism in personal contacts, appearance, and work habits
- Ability to express thoughts clearly and concisely through written and verbal communication
- Ability to work as a team member and engage with groups and committees
- Ability to design, coordinate, and teach educational programs to meet community needs
- Skills in leadership and management

Duties/Responsibilities
Responsible for managing the Agricultural & Natural Resources program in Athens-Clarke County by providing educational opportunities in production agriculture, horticulture, and natural resources to a wide variety of audiences utilizing multiple teaching methods:
- Utilizes the expertise of and works closely with advisory groups, community leaders, public officials and representatives of intended audiences to analyze data, identify needs, and assist in developing educational programs
- Develops a plan of work that is equitable in meeting the needs of the county’s varied socio-economic population
- Develops and conducts relevant interdisciplinary programs with other staff members based on critical issues
- Collaborates with other agencies and community groups to plan and implement programs
- Conducts promotional efforts to expand the public’s view of extension programming
- Utilizes current research data and information on emerging issues in program development and teaching
- Demonstrates personal interest and involvement in the community by participating in and supporting civic/community activities/organizations and networking with community leaders
- Ensures the Civil Rights/Equal Opportunity plan of UGA Cooperative Extension is followed and that volunteers and clientele understand Cooperative Extension offers educational programs, assistance, and materials to all people without regard to race, ethnicity, national origin, color, gender, sexual orientation, religion, age, disability, or veteran status

The faculty member would also assist the County Extension Program Assistant with the 4-H program.

COMPENSATION: this position is PAID: salaried, varies DOE, $35,000.00 - $55,000.00

WORK VISA: This employer is willing to sponsor a work visa for international applicants

HOW TO APPLY: Please click here to sign in and view application details. If you are not registered, you'll be prompted to do so. Don't worry, it's free!
COMPANY DESCRIPTION: University of Georgia Cooperative Extension has local offices in 158 counties across Georgia. We’ve built a reputation of providing trusted, science-based research and education through a network of committed specialists, agents and volunteers. We offer summer internships, full and part-time professional and paraprofessional positions working in agriculture & natural resources, family & consumer sciences and 4-H & youth development programs.

JOB DESCRIPTION: This County Extension Agent position is responsible for managing the Agricultural and Natural Resources program in Fulton County by providing educational opportunities in small-farm production, livestock, horticulture, and natural resources to a wide variety of audiences utilizing multiple teaching methods. It serves as a UGA Public Service Faculty member and a member of the Fulton County Extension Staff (http://www.caes.uga.edu/extension/fulton/). It is under the direction and leadership of the County Extension Coordinator and the Northwest District Extension Director.

Fulton County is the most populated in Georgia. This has created a very diverse agricultural industry with heavy educational and training needs in green industry and homeowner horticulture. In Fulton County large sections of the population live in a designated food desert. One key effort to address this critical issue is the educational programming to citizens on establishing and maintaining community fruit and vegetable gardens. This enables local residents to have access to fresh fruits and vegetables for their daily diets.

http://extension.uga.edu/careers

This position requires frequent night meetings, some weekend work, and attendance at out-of-county meetings. A valid driver’s license and access to a reliable private vehicle for official duty travel are required. Reimbursement for business travel will be provided. Transportation of others including 4-H Youth and Adult Clientele is also a common and necessary function of the job. 4-H competitions, overnight camps, and other events are conducted at district and state levels and necessitate travel and transport of participants.

ADDITIONAL REQUIREMENTS: A Master’s degree in Agriculture or related area strongly preferred; A Bachelor’s degree is acceptable for a Public Service Provisional appointment. This provisional faculty classification is offered for no more than three years without review. You may apply for a regular service faculty appointment upon completion of an advanced degree or successful progression through the public service promotion process.

DUTIES/RESPONSIBILITIES

- Utilizes the expertise of and works closely with advisory groups, community leaders, public officials and representatives of intended audiences to analyze data, identify needs, and assist in developing educational programs
- Develops a plan of work that is equitable in meeting the needs of the county’s varied socio-economic population
- Ensures the Civil Rights/Equal Opportunity plan of UGA Cooperative Extension is followed and that volunteers and clientele understand Cooperative Extension offers educational programs, assistance, and materials to all people without regard to race, ethnicity, national origin, color, gender, sexual orientation, religion, age, disability, or veteran status
- Develops and conducts relevant interdisciplinary programs with other staff members based on critical issues
- Collaborates with other agencies and community groups to plan and implement programs
- Conducts promotional efforts to expand the public’s view of extension programming
- Utilizes current research data and information on emerging issues in program development and teaching
- Demonstrates personal interest and involvement in the community by participating in and supporting civic/community activities/organizations and networking with community leaders

COMPENSATION: this position is PAID: salaried, varies DOE, $35,000.00 - $60,000.00

WORK VISA: This employer is willing to sponsor a work visa for international applicants

HOW TO APPLY: Please click here to sign in and view application details.

If you are not registered, you'll be prompted to do so. Don’t worry, it's free!
Full-time Food Writer | Seven Days | Burlington, VT

Do you have an omnivorous appetite but discerning palate? Can you write delicious prose about food and drink? Are you knowledgeable about food systems, from farm to table? If your answers are yes, yes and yes, we’d like to meet you!

We’re looking for a curious, diligent and experienced reporter who’s eager to sniff out food news, as well as craft compelling stories about the people, places and products that make up the local food scene. Responsibilities would include involvement in the creation of our annual dining and nightlife guide, 7Nights, and Vermont Restaurant Week. In return, we offer a competitive salary, benefits, and a fun, stimulating environment in a thriving, locally owned media company. Note: Applicant must have a current driver’s license, insurance and access to a vehicle, as the position routinely requires in-state travel.

Please email a résumé, cover letter and at least three published articles (web links are acceptable). No phone calls or drop-ins, please. Application Deadline: Apr 25, 2019. Seven Days is an equal opportunity employer.

https://jobs.sevendaysvt.com/job/writing-editing/seven-days-food-writer/#.XLeT1IlKjct

Food Sourcing Specialist | Daily Table | multiple Boston, MA locations

Full-time (salary commensurate with experience)

To Apply: Send resume and cover letter to gnishioka@dailytable.org with subject line “Food Sourcing Specialist”

About Daily Table: Daily Table is a nonprofit retail grocery operation with multiple locations in Boston with plans to expand in the metro area and to new geographies. Our mission is to bring affordable, delicious, healthy foods to communities struggling to eat better. We provide grab-n-go meals, fresh produce, groceries and other nutritious foods at a fraction of the prices found elsewhere. Founded by former Trader Joe’s President, Doug Rauch, Daily Table recovers excess, wholesome food from growers, manufacturers, and distributors, and blends that with special purchase arrangements with a number of food producers to provide truly affordable nutrition for all.

Position Summary: Daily Table is looking for a Food Sourcing Specialist who will be responsible for finding and managing new and existing suppliers who can provide unique buying opportunities and donations for our retail stores and commissary kitchen.

The Food Sourcing Specialist is an exciting and high-impact position within the organization and the right candidate will have an entrepreneurial mindset and be driven by the “thrill of the hunt.” This position is primarily vendor-facing but will also work closely with retail and kitchen management teams. This is not a sit in the office and buy from a list job. It is a hunter-gatherer, shake the bushes, turn over every rock and do whatever it takes to bring home value for our customers. This role will require creative thinking, hustle, persistence and great interpersonal skills to find wholesome food that we can offer at a great value.

Duties and Responsibilities:

- Acquire more great value product, including discounted short-code and donations
- Help to develop and implement the strategy of donations and opportunistic purchasing
- Identify key areas of growth and opportunity for Daily Table’s product offering
- Develop new supplier relationships to further Daily Table’s mission and financial performance
- Consistently bring in new, exciting products that align with Daily Table’s mission
- Track and evaluate performance of new vendors, products and programs
- Provide functional coordination to operational Procurement Teams, Kitchen and Retail

Qualifications: All viable candidates will be smart, creative, persistent, and most importantly, excited about making healthy food affordable to all. The ideal candidates will have extensive food industry experience; preferred experience is in product purchasing for retail grocery operations.

- A strong commitment to the mission of Daily Table
- Understands the purchasing side of the business and can sell the mission of Daily Table to potential suppliers
- Extremely self-motivated; is always looking for the next opportunity and relationship
- Excellent interpersonal, networking and relationship-building skills
- Strong communication skills, both oral and written
- Exceptional negotiation skills
- Attention to detail as well as the ability to prioritize and meet deadlines
- Ability to work varied hours/days as business dictates
Program Associate | Project Bread | Boston, MA

Project Bread is looking for a Program Associate to serve as a core member of our Child Nutrition Outreach Team. This is a great role for anyone interested in gaining experience with non-profits and/or food insecurity work.

**About the Role:** The Program Associate provides administrative and programmatic support to the team to expand participation in school breakfast and summer meals. The successful candidate for this role will possess excellent organizational and communications skills. They will ensure the success of the team’s work through essential organizational and administrative duties and the management of statewide child nutrition program data.

**About Project Bread:** Project Bread – The Walk for Hunger is a leading statewide organization committed to ending hunger for Massachusetts residents of all ages. In collaboration with key partners, we deploy a two-pronged approach to achieve this goal by providing immediate relief to those who are hungry today and working to eradicate the systemic causes of hunger. We are a vibrant organization with a deep commitment to creating positive social change. We work in a fast-paced environment that values learning and an entrepreneurial approach. Knowing its importance to the success of our work, Project Bread is committed to diversity and inclusion, and we aspire to build a diverse staff team and community, including groups that are traditionally underrepresented among our sector leadership. We strongly encourage people of all backgrounds to apply.

**How to Apply:** To apply, please be sure to submit your resume and a thoughtful cover letter that explains your interest in the role and our organization to jobs@projectbread.org. We appreciate your time and will review and respond to all applications received. [You can find more details and information here!](#) Applications will be accepted until May 3, 2019.

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Restorative Justice Program Manager | Rutland County Community Justice Center | Rutland, VT

BROC Community Action in Southwestern Vermont has an immediate opening for a Restorative Justice Program Specialist to support the Program Manager in implementing and overseeing the operations of the Rutland County Community Justice Center. In conjunction with state and local partners, the Restorative Justice Program Specialist will employ restorative justice methodologies such as re-entry programs and circle processes.

This exciting new position is full time (40 hrs.) with generous benefits.

The position will be open until filled.

Starting pay is $16.00 an hour plus benefits.

A valid driver’s license is required. There is some travel involved.

For a full description of the position and desired qualifications and experience please send a request to HRDepartment@broc.org.

When applying please send a cover letter, resume and three references.

*BROC Community Action is an Equal Opportunity Employer.*

If you are responding by mail please mail to: HR Department, 45 Union Street, Rutland, VT 05701
Juvenile Justice Coordinator | State of VT | Waterbury, VT

The Department of Children and Families has an opportunity for a Juvenile Justice Coordinator to join their team.

This position manages the State Advisory Board (SAB) which entails membership recruitment and orientation, development of agendas, organizing monthly advisory board meetings, adhering to established protocol and policy, coordinating and supporting subcommittee work and meetings, facilitating guest speakers and information to board, developing board operating budget, and reporting income /expense balance. The SAB oversees Title II federal funding which this position is responsible for including writing the annual application to secure annual funding stream. The JJ Coordinator is also responsible for the development of three-year plan which includes providing data and information to the advisory board to guide a comprehensive plan that includes policy and funding priorities. This position also monitors and reports on allocations and programs funded by Office of Juvenile Justice and Delinquency Prevention (OJJDP) and state funds overseen by the advisory board. This position develops annual reports to the Governor, legislature, congressional delegation, federal administering office, and national coalition of State Advisory Boards. Responsible for monitoring and training to assure Vermont’s compliance with JJDPA Act mandates. Recommends policy, rule, and statute changes as needed to ensure or create JJDPA Compliance.

Who May Apply: This position, Juvenile Justice Coordinator (Job Requisition #1448), is open to all State employees and external applicants. If you would like more information about this position, please contact Judith Rex at judith.rex@vermont.gov. Resumes will not be accepted via e-mail. You must apply online to be considered.

Please note that multiple positions in the same work location may be filled from this job posting

AHS BACKGROUND CHECKS: Candidates must pass any level of background investigation applicable to the position. In accordance with AHS Policy 4.02, Hiring Standards, Vermont and/or national criminal record checks, as well as DMV and adult and child abuse registry checks, as appropriate to the position under recruitment, will be conducted on candidates, with the exception of those who are current classified state employees seeking transfer, promotion or demotion into an AHS classified position or are persons exercising re-employment (RIF) rights.

Class Definition: Administration, strategic planning and coordinating work in federal Juvenile Justice and Delinquency Prevention (JJDJ) Grant programs in Vermont involving State and community-based departments, agencies and organizations. Work involves directing the Children and Family Council for Prevention Programs (CFCPP) and carrying out policy established by the Council. Duties involve a variety of staff assignments and special projects. Issues involve sensitive and controversial matters relating to AHS programs, policies, legislation, and services. Supervision is exercised over technical, contract staff. All employees of the Agency of Human Services perform their respective functions adhering to four key practices: customer service, holistic service, strengths-based relationships and results orientation.

Environmental Factors: Duties are performed in a variety of office and field settings. Private means of transportation must be available for necessary travel. Attendance at a variety of meetings is required, involving state, federal, private agencies or interest and advocacy groups, sometimes during evening and weekend hours. Strong, emotional and conflicting opinions may be encountered which must be constructively channeled. Tact and perseverance are necessary incumbent traits.

Minimum Qualifications: Master's degree, preferably in a Human Services related field, and two (2) years' experience in youth justice, restorative justice, social work, criminal justice or facilitation. OR Bachelor's Degree preferably in Human Services related field, and five (5) years' experience in youth justice, restorative justice, social work, criminal justice or facilitation.

Special Requirements: Candidates must pass any level of background investigation applicable to the position. In accordance with AHS Policy 4.02, Hiring Standards, Vermont and/or national criminal record checks, as well as DMV and adult and child abuse registry checks, as appropriate to the position under recruitment, will be conducted on candidates, with the exception of those who are current classified state employees seeking transfer, promotion or demotion into an AHS classified position or are persons exercising re-employment (RIF) rights.

Total Compensation As a State employee you are offered a great career opportunity, but it’s more than a paycheck. The State’s total compensation package features an outstanding set of employee benefits that are worth about 30% of your total compensation, including:

- 80% State paid medical premium
- Dental Plan at no cost for employees and their families
- Flexible Spending healthcare and childcare reimbursement accounts
- Two ways to save for your retirement: A State defined benefit pension plan and a deferred compensation 457(b) plan
- Work/Life balance: 11 paid holidays each year and a generous leave plan; many jobs also allow for a flexible schedule
- Low cost group life insurance
- Tuition Reimbursement
- Incentive-based Wellness Program
- Qualified Employer for Public Service Student Loan Forgiveness Program

Want the specifics? Explore the Benefits of State Employment on our website. TO APPLY: visit https://careers.vermont.gov/

Equal Opportunity Employer: The State of Vermont is an Equal Opportunity Employer. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.
The Department of Forests, Parks and Recreation is recruiting for a State Lands Administration Program Manager. This position will work as part of a team responsible for developing, coordinating, and maintaining the implementation of the Agency of Natural Resources' land administration and management processes and protocols for state owned lands. The successful candidate will have considerable knowledge of policies and practices relating to natural resource management and administration as well as experience with strategic thinking, process improvement, and project management. Extensive interaction will occur with staff from other Divisions, Departments and Agency officials, public and private individuals and groups interested in state owned lands.

### Specific Duties Required Of The Position Will Include:
- Facilitation of information sharing and collaboration across the Agency and other sectors of state government.
- Ensure consistent and effective decision making and communication by acting as a hub for information sharing.
- Develop and support implementation of state lands policies.
- Provide oversight and guidance to the process of developing and implementing long range management plans for Agency lands.
- Seek out, monitor and advance appropriate research opportunities to contribute to FPRs proactive approach to emerging issues and ongoing priorities.
- Lead coordination of FPRs collection and maintenance of state lands administration and management data.
- Assist with the development and coordinate implementation and monitoring of various state-wide plans used to guide use and management of state lands and interests.
- Manage the Division’s role in permitting activities on state lands.

### Who May Apply:
This position, **State Lands Administration Program Manager (Job Requisition #1437)**, is open to all State employees and external applicants.

If you would like more information about this position, please contact Becca.Washburn@vermont.gov. Please note that multiple positions in the same work location may be filled from this job posting. Resumes will not be accepted via e-mail. You must apply online to be considered. Visit [https://careers.vermont.gov/](https://careers.vermont.gov/) to apply.

### Environmental Factors:
Duties are performed in both an office and field setting. Significant travel is required for which private means of transportation must be available. Adversarial opinions may be encountered at public and face-to-face meetings. Significant duty outside of regular working hours may be expected.

### Minimum Qualifications:
Bachelor’s degree in a Natural Resources or closely related field and five (5) years of work experience in the management and administration of land. OR A Master’s degree in Natural Resources or closely related field and two (2) years of work experience in the management and administration of land.

### Total Compensation:
As a State employee you are offered a great career opportunity, but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits that are worth about 30% of your total compensation, including:
- 80% State paid medical premium
- Dental Plan at no cost for employees and their families
- Flexible Spending healthcare and childcare reimbursement accounts
- Two ways to save for your retirement: A State defined benefit pension plan and a deferred compensation 457(b) plan
- Work/Life balance: 11 paid holidays each year and a generous leave plan; many jobs also allow for a flexible schedule
- Low cost group life insurance
- Tuition Reimbursement
- Incentive-based Wellness Program
- Qualified Employer for Public Service Student Loan Forgiveness Program


### Equal Opportunity Employer:
The State of Vermont is an Equal Opportunity Employer. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.
Sustainability Outreach Program | Clean Ocean Action | Sandy Hook, NJ

Application Deadline: May 31, 2019 | Salary: Salary is competitive and commensurate with education and experience.

Clean Ocean Action utilizes research, education and citizen action to improve and protect the degraded water quality of the ocean and marine waters in the NY/NJ region. It is the only full time nonprofit coalition in the region working exclusively on these issues.

**Position Summary:** Create region-wide (NJ/NY area) sustainable-centric programs that result in lasting, productive and ever-enhancing relationships with representatives of towns and businesses. These relationships will result in meaningful, healthy, verifiable, and measurable COA-driven actions to reduce sources of marine pollution and/or implementation of sustainable practices to reduce impacts from climate change. In addition, expand Clean Ocean Action’s capacity with increased donations and other tangible resources.

Success will be evidenced by increasing numbers of: • Municipalities proactively participating in Clean Ocean Action (COA) programs (such as Blue Star), passing, implementing and enforcing ordinances, and supporting legislative initiatives. • Corporations/businesses that participate in sustainability programs, including plastic reduction and pollution reduction programs. • Donations, especially from corporations, as measured in dollars, in-kind support, and/or other resources.

This is a highly visible and collaborative role requiring a strong understanding of COA’s mission and strategic plan, and the vital role corporate and government strategic partnerships play in supporting those efforts.

**Responsibilities:** • In coordination with Executive Director, set and track performance indicators and metrics for success. • Collaborate closely with staff to maximize current and new partnerships to ensure connectivity to all COA programs. • Outreach to municipalities and corporations of all sizes to successfully guide them to implement and/or adopt COA’s sustainable practices. • Coordinate the Municipal Blue Star Program, including continued development and increased participation through promotion and engagement of green teams and encourage regional participation. • Coordinate all aspects of plastic reduction programs and overall pollution reduction programs for corporations and businesses, as well as supporting other sustainability initiatives. Serve as the liaison and key point of contact between COA and corporations, business leaders, and local government agencies consistent with the goals of COA. • Prepare and brief corporate and municipal leadership to participate in activities which lead to increased contributions, and position COA as a partner of choice. • Implement effective corporate development strategies, which include research and prospecting, solicitations, partner cultivation, proposal development, management and stewardship, and recognition benefits related to corporate partner commitments. • In coordination with Executive Director, research appropriate corporate partnerships for grants, including drafting, editing and producing compelling and customized proposals, reports, and briefs, as necessary. • Engage partners in all existing and new COA programs and campaigns. • Develop, market, and conduct education presentations (including workshops, podcasts, webcasts and other online formats) with corporations, businesses, and community groups. • Create marketing tools for multiple platforms to engage a diverse audience, and provide content for social media promotions. • Use analytical tools, communications, and knowledge to grow strategic partnerships. • Identify new areas of opportunity and demonstrate value to existing and potential partners to increase capacity of COA to achieve goals. • Report on progress of partnerships and leveraging opportunities. • Prepare analyses, track trends, and recommend directions to advance and inform partnerships.

**General Program Coordination:** • Represent COA in a positive, professional and friendly manner • Maintain focus and message on pollution prevention, reduction and change to sustainable culture • Be conversant and current on COA priorities, programs and events • Integrate development work into program activities and vice versa; assist with grant proposals • Update relevant materials, fact sheets, information on website, and write monthly newsletter articles • Be flexible to help on any project at any time, as needed

**Required Qualifications and Qualities:** • Strongly motivated to protect and improve coastal waters • Knowledgeable about marine issues in NY/NJ • Knowledgeable about sustainability efforts/issues at the municipal, state, and federal levels • Undergraduate college degree with a focus on one/more of the following – sustainability, environmental policy, or public policy • Relevant education and/or experience on sustainability education, outreach, or conservation • Possess persistence and creative abilities • Excellent interpersonal skills, including maturity; ability to work independently and in a team setting • Efficient, organized work style; ability to prioritize quickly and confidently; ability to manage multiple and dynamic deadlines • Excellent research, writing, and editing skills, as well as an analytical mind

**Preferred Qualifications and Qualities:** • Master’s degree • Corporate or municipal government experience • Program implementation experience • Education (academic or experience) in advocacy, outreach, community organizing, or public relations • Experience working with organizations, elected officials, municipal leaders, and citizens in NJ and NY • Promotional or marketing skills

**This position requires evening and weekend work on an intermittent basis.**

**Benefits:** Health and dental insurance coverage are offered on a cost-sharing basis; paid holidays and paid days off included; employer paid professional workshops and trainings available. Ability to grow with the organization is available and performance-based.

**How To Apply:** Application Instructions: *Position is expected to be filled quickly. Send cover letter, CV, three references with affiliations, one writing sample, and salary expectations to business@CleanOceanAction.org with “Sustainability Outreach Program” in the subject line.

http://www.cleanoceanaction.org
Position: Permitting and Regulatory Compliance Manager | Aegis Renewable Energy| Waitsfield, VT

Position Description: The Permitting and Regulatory Compliance Manager reports to the Chief Executive Officer. The successful candidate will be responsible to provide critical input and experience based leadership for the development of renewable energy systems including; site evaluation for permitting requirements, project-specific regulatory life-cycle permitting activities, stakeholder management and construction regulatory compliance coordination, and internal process improvement. The role also encompasses components of project management as well as monitoring state and local regulations and incentives. More specifically, she or he will leverage the following skill sets and competencies to support the company’s activities:

Required Skill Set and Competencies

- Some experience in permitting of construction projects, ideally commercial PV projects
- Provide leadership for internal and external parties in support of permitting activities and provide timely and best-practice solutions to challenges
- Build on and improve existing project evaluation, regulatory compliance organization, and permitting processes
- Perform research and analysis on renewable energy technology, permitting, compliance, incentives and best practices.
- Provide assistance with project development / sales activities including resource evaluations, fatal flaw analyses, general project due diligence, etc.
- Assist sales team in writing sales / RFP proposals, and presentations
- Support presentations for potential projects to clients and other stakeholders including businesses, neighboring land owners, government bodies, school boards, etc.
- Assist as needed in managing commercial solar projects, from 50kW – 4MW
- Assist with project scheduling (critical path and milestone) as it pertains to this role
- Generate and organize ongoing project documents and consolidation of closeout documentation
- Perform other project management related duties as assigned.

Other Requirements

- B.A. / B.S. degree in a relevant field of study required
- Excellent verbal and written communication skills
- Strong quantitative and analytical skills, with high proficiency in Microsoft Excel
- Ability to rapidly integrate new concepts, standards, and processes into the company toolbox
- Self-motivated and well organized with proven ability to perform at a high level with limited direct oversight and management A desire to work on projects related to alternative energy, and community sustainability
- Ability to stay highly organized with a commitment to process improvement
- A desire to learn and a commitment to communicating your limitations
- Experience working both independently and in a team-oriented, collaborative environment
- Demonstrated success in building team relationships focused on mutual respect and a positive attitude
- Operates from an understanding and demonstration of emotional intelligence
- Understanding of the importance of standard operating procedures, safety, respect, and integrity
- Commitment to providing exceptional customer communication and service

Compensation: Base Pay and Benefit package is market competitive and commensurate with experience and qualifications.

Submit resume and cover letter to Sonia Behn at: sbehn@aegis-re.com
Aegis Renewable Energy, 340 Mad River Park, Suite 6, Waitsfield, VT 05673 Phone: 802-496-5155
The Water Policy Affiliate works with the Protection and Prevention team on a range of issues and activities related to the Alliance’s Great Lakes and water policy priorities. The Affiliate will support work across the Great Lakes region through research, writing and policy analysis. The Affiliate will work both independently and collaboratively on varying tasks to ensure timely and high quality deliverables. The Affiliate may be asked to represent the Alliance in a public-facing capacity, attending community events, public hearings and events hosted by partners and decision makers.

**Essential duties**

- Supports advancement of the Alliance’s policy agenda by researching, synthesizing and summarizing complex policy issues and legislation;
- Prepares persuasive written materials, including policy briefings, research reports, memos, presentations, fact sheets, testimony and other documents that clearly and comprehensively articulate complex analyses and positions;
- Reviews government documents and provides an opinion on whether regulatory requirements are being met;
- Tracks and communicates current legislation and regularly communicates pertinent opportunities to senior staff;
- Creates a directory of key local decision makers and staff around the Great Lakes;
- Supports the Alliance’s policy positions through public-facing communications, including writing, attending community events, participating in public hearings and events hosted by partners and decision makers.
- Additional duties: As assigned.

**Knowledge/Skills, and Competencies:** (Required education, skills, knowledge, experience, and abilities)

- Bachelor’s degree plus 1 year of experience in policy research or a related field preferred;
- Strong listening, written and verbal communications skills;
- Ability to review multiple source documents, filter important information and summarize key points from research and meetings respectively;
- Ability to manage multiple pieces of work in a fast-paced environment and shift focus quickly from one priority to another;
- Ability to work collaboratively with a staff team located in different offices with varying types of expertise and priorities;
- Attraction to mission-driven public interest work;
- Proficient in Microsoft Word, Excel, PowerPoint.

**How To Apply**

Please e-mail a cover letter, resume, references to: hr@greatlakes.org. Include job title in the subject line. **Applications will be accepted until May 1, 2019 or until the position is filled, whichever is earlier.** Materials should be compatible with Microsoft Word or Adobe Acrobat. Applicants will receive confirmation of receipt of their materials and further guidance and updates about the hiring process by e-mail, with interviews provided for finalists. No phone inquiries please.

hr@greatlakes.org
https://greatlakes.org/
Human Rights Investigator | Fair Food Standards Council | Sarasota, FL

Salary: Salary is highly competitive within the non-profit sector.

The Fair Food Standards Council (FFSC) is hiring a Human Rights Investigator to join a team dedicated to a sustainable agricultural industry and the human rights of farmworkers. Human Rights Investigators are primarily responsible for conducting FFSC’s grower audits, including interviewing, note-taking, and analysis; as well as FFSC's 24/7 complaint hotline, including intaking, investigating, and resolving sensitive complaints.

About FFSC: The mission of the FFSC is to monitor the development of a sustainable agricultural industry that advances the human rights of farmworkers, the long-term interests of growers, and the ethical supply chain concerns of retail food companies through implementation of the Fair Food Program (FFP), a unique worker-led, market-driven social responsibility program that emerged from the Coalition of Immokalee Workers’ successful Campaign for Fair Food. The FFP has been recognized by human rights experts as “the best workplace-monitoring program” in the US and “one of the great human rights success stories of our day.” To learn more, please see the FFSC’s annual report.

FFSC is based in Sarasota, FL, with work-related travel throughout the Southeast and Mid-Atlantic.

Responsibilities
- Coordinate and conduct comprehensive audits of participating growers’ operations;
- Intake, investigate, and resolve confidential complaints received through a 24-hour hotline;
- Conduct sensitive interviews with farmworkers, supervisors, and management;
- Prepare detailed, accurate notes from interviews and complaint investigations;
- Conduct financial analysis of participating growers’ payroll systems;
- Work closely with FFSC analysts, attorneys, and other investigators to improve auditing methods and tools;
- Organize and analyze data from audits, complaints, and investigations using the FFSC database;
- Perform additional duties and projects as assigned.

Qualifications
- Fluency in Spanish or Haitian Creole;
- Strong communication and interviewing skills;
- Strong attention to organization, detail, and accuracy;
- Strong critical thinking and problem-solving skills;
- Ability to perform well in a fast-paced setting requiring flexibility, frequent travel, and irregular hours;
- Ability to meet tight deadlines and handle competing priorities;
- Ability to work well as part of a team, as well as independently;
- Discretion and maturity in dealing with confidential information;
- Comfort working in rural areas, including onsite at farms (outdoors) for extended periods of time;
- Demonstrated commitment to human rights; and
- Desire to work closely with people of different nationalities, gender, and education levels.

Benefits
- Employer-paid medical insurance;
- Employer-paid dental insurance;
- Employer-paid life insurance;
- Generous paid vacation and paid sick days policies;
- Employer-matched 401(k) plan;
- Flexible, trust-based home office arrangements; and
- Provision of work laptop and phone.

Level of Language Proficiency: Fluency in Spanish or Haitian Creole - in addition to English - and strong communication and interviewing skills in Spanish and/or Haitian Creole.

How To Apply: Applicants should send a resume/CV and a cover letter indicating interest in the position to Judge Laura Safer Espinoza at careers@fairfoodstandards.org. The subject line of the email should read Investigator Position. Please indicate in the body of the email where you found the position. Applications will be considered on a rolling basis.

The FFSC is an equal opportunity employer committed to developing a workforce that reflects and can relate easily to the diverse populations involved in the Fair Food Program. http://www.fairfoodstandards.org/careers/
CALIFORNIA ASSOCIATE PROGRAM DIRECTOR | Conservation Lands Foundation | Various, CA

Location: Southern California – San Diego area, Los Angeles area, California Desert – i.e. Palm Springs, Joshua Tree, Victor Valley, Barstow, Moreno Valley, Redlands, San Bernardino

GENERAL DESCRIPTION: The Conservation Lands Foundation (CLF) is a national non-profit organization headquartered in Durango, Colorado with offices in San Francisco, Anchorage, Las Cruces, Joshua Tree, Las Vegas and Washington, D.C. The Conservation Lands Foundation was established in 2007 on the belief that our public lands are best protected when there is a national network of community-based advocates working to advance a common conservation vision. CLF and its Friends Grassroots Network work to protect the premier lands and waters under the Bureau of Land Management’s (BLM’s) jurisdiction – specifically the 36+ million acres and 2,400 miles of National Monuments and National Conservation Areas, Wilderness and Wilderness Study Areas, Wild and Scenic Rivers and National Scenic and Historic Trails that make up our National Conservation Lands.

Our mission is to protect, restore and expand the National Conservation Lands through education, advocacy and partnerships.

POSITION DESCRIPTION: The California Associate Program Director will help advance the Conservation Lands Foundation’s (CLF) expansion, protection and grassroots engagement efforts for the National Conservation Lands in Southern California. The position works collaboratively with regional and statewide conservation organizations, Friends groups, diverse partners, Bureau of Land Management and other federal agency staff to enhance support for the National Conservation Lands in Southern California. The California Associate Program Director is part of the Field Team and works under the leadership of the California Program Director. This is a tremendous opportunity for a motivated leader with strategic instincts, high-level organizing, and policy experience to maximize and strengthen CLF’s Friends Grassroots Network in Southern California and its efforts to defend, protect, expand, and restore the National Conservation Lands in the region.

The California Associate Program Director will have strong leadership and interpersonal skills with a proven ability to lead by creating opportunities for others to develop and grow, the ability to work with people from a range of diverse backgrounds and work on dynamic, high-performance teams. The candidate is committed to CLF’s mission, is emotionally intelligent and has high integrity.

POSITION OBJECTIVES:

- Secure permanent and inclusive protections for the California Desert Conservation Lands that will withstand administrative and political variability
- Defend current protections for California’s National Conservation Lands, particularly those in Southern California
- Work with the Bureau of Land Management (BLM) and grassroots partners to ensure inclusive and strong conservation planning and management for the National Conservation Lands in Southern California
- Strengthen and build the Friends Grassroots Network and partnerships in California to support inclusivity and diversity among leaders, partners, and coalitions.
- Provide leadership, support and strategic direction for defensive and proactive campaigns in the California Desert.

Qualifications of a successful candidate:

- Outstanding leadership skills and proven ability to build effective, results-driven advocates and coalitions.
- Experience with grassroots advocacy, organizing practices and principles, and a proven track record of success connecting with, organizing, and mobilizing different communities.
- Experience developing campaign strategies and managing campaigns.
- Experience with or desire and ability to learn and apply BLM public lands policy. Understanding of non-profit management and organizational effectiveness
- Technology savvy with experience using a wide range of traditional and cutting edge social, digital, and multimedia tools to share information and reach target audiences.
- Ability to travel and work extended hours as needed. Driving, travel, temporary assignments and extended work hours are required. A valid driver’s license is required.
- Experience handling confidential information appropriately
- Commitment to advancing equity, inclusion, and diversity within the organization and in the environmental movement.
- Ability to prioritize, adjust focus and wear many hats in a fast-paced environment.
- Passion, creativity, integrity, positive attitude, and intellectual curiosity.

Salary Range and benefits: Salary based on qualifications. 401(k) plan; health/dental/vision insurance; health and dependent care Flex Spending program, short term disability.

To Apply: Send a cover letter and resume to socal@conservationlands.org. No phone calls, please.

The Conservation Lands Foundation is an equal opportunity employer and does not discriminate on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability or status as a U.S. veteran.

This job description reflects the assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.
Virginia Agricultural Cost Share (VACS) Program Technician | Colonial Soil and Water Conservation District | Williamsburg, Virginia

**Deadline:** May 03, 2019

**Job Type:** Paid permanent

The Colonial Soil & Water Conservation District is accepting applications for the position of VACS Program Technician. This full time employment position, being offered for a period of two years, will have the primary role of supporting the implementation of the Virginia Agricultural Cost Share Program. The successful candidate will work closely with other staff members to carryout program deliverables in support of the Commonwealth’s Chesapeake Bay restoration goals. The District offers a competitive benefits package, which includes participation in the Virginia Retirement System and an employer paid health care plan. Starting salary range is $28,000 - $35,000.

Education or experience in agriculture, natural resources and/or environmental science preferred. Successful candidate must possess excellent communication skills, have the ability to use a computer effectively, be well organized and self-motivated. Candidate must have a valid driver’s license and reliable transportation. Background check and drug screening may be required.

**HOW TO APPLY**

Applicants must submit a cover letter, resume and completed VA State Application for Employment. Completed applications must be received no later than 4:00 PM on Friday May 3, 2019. For information about the position please see www.colonialswcd.net.

Only completed application packages will be accepted for review. Please see job description.

When you apply, please indicate that you are responding to the posting on Conservation Job Board.

**Website** [http://www.colonialswcd.net](http://www.colonialswcd.net)

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Water Conservation Technician | City of Bozeman | Bozeman, MT

**Deadline:** Application Deadline: May 1, 2019 @ 11:58pm

May 01, 2019 | **Job Type:** Paid permanent | Supervisor: Water Conservation Specialist

The Water Conservation Technician performs administrative support functions associated with educational outreach initiatives and other program development efforts to help promote and grow the City’s water conservation program. This includes, assisting in the preparation and presentation of educational programs, researching and administering rebate and incentive programs, assisting in the evaluation of program data, and other related efforts to promote water conservation and the importance of Bozeman’s water resources to the community. This position requires the ability to create and maintain effective relationships with City officials and employees, and the general public. Demonstrated effective communication and customer service skills are required.

**MINIMUM REQUIRED QUALIFICATIONS:**

- Four-year college degree in natural or physical science, environmental or civil engineering, natural resource management, urban or regional planning, public administration, public communication, science communication, sustainability, environmental education; and
- Two or more years of water conservation related work experience; or
- Any combination of experience and training which provides the equivalent scope of knowledge, skills, and abilities necessary to perform the work.

**Wage/Salary:** $20.0265 – $23.5606/hour depending on experience and qualifications | **Bargaining Unit:** Montana Federation of Public Employees (MFPE) | Fair Labor Standards Act Status: Non-Exempt

**Work Week:** Generally 8:00 a.m. – 5:00 p.m., Monday through Friday *Some regular evening and weekend work required for events and meetings.

**HOW TO APPLY:** Complete a City of Bozeman application online at [www.bozeman.net/jobs](http://www.bozeman.net/jobs)

**Website** [https://www.bozeman.net/jobs](https://www.bozeman.net/jobs)
HAVE YOU CONNECTED WITH ALUMNI YET?

Office of Alumni Relations
Want to connect with alums in your area? Are you searching for jobs in a new city? Check in with Melissa Harwood, Director of Alumni Relations. Melissa can introduce you to alums in your location and/or your area of interest. Email Melissa at: mharwood@vermontlaw.edu

Connect on vlsConnect
If you're looking for a directory of alums, sign up for vlsConnect if you are a recent grad. VlsConnect also hosts a job board. Check out the regional alumni groups and see if they are hosting an event near you! It's a great way to get to know other Swans because, you know - Swans Fly Together!