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.
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). Aums 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

"IF YOU ARE WORKING ON SOMETHING THAT YOU REALLY CARE ABOUT, YOU DON'T HAVE TO BE PUSHED. THE VISION PULLS YOU."
-- STEVE JOBS

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
VLS login: Username vemont Password: law
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!
FELLOWSHIPS & INTERN/EXTERNSHIPS

WHAT IS A FELLOWSHIP?

A “fellowship” is a short-term opportunity which can last anywhere from a few weeks to a few years. It can offer you the opportunity to focus on your professional development in your field as well as experiential learning. Fellowships are sponsored by specific organizations with the goal of expanding leadership their field.

Does a fellowship pay?

That depends on the organization. Some may be unpaid but offer a stipend while others pay a generous stipend in addition to benefits including healthcare coverage and student loan repayment assistance.

How do I find out more?

To learn more about fellowships and to search for one, check out: Profellow.com

It’s a great resource for both opportunities and helpful suggestions for making your application competitive.

EXTERNSHIPS

An integral part of the master’s, LLM, and joint degree programs is gaining real world experience through externships. Our students explore environmental law, science, and policy in a wide variety of settings both locally and worldwide. Activities may include drafting regulations and legislation, preparing legal memoranda, drafting or commenting on environmental or land use plans, and fieldwork related to wetlands, energy efficiency, local food, and other environmental issues.

For more information on the program, please visit our Master’s Externship webpage here. You can log into the Current Student information page with your VLS credentials.

You may also contact Elijah Gleason for questions.
Community Engagement Coordinator at Walnut Hill | Triangle Land Conservancy | Durham, NC

Deadline: Jun 14, 2019

This position is based with the Triangle Land Conservancy, based in Durham NC. The Triangle Land Conservancy (TLC) is an accredited successful and respected land trust, having protected over 19,000 acres of land in the rapidly developing Triangle region of North Carolina. TLC strives to create a healthier and more vibrant Triangle region by safeguarding clean water, protecting natural habitats, supporting local farms and food, and connecting people with nature through land protection and stewardship, catalyzing community action, and collaboration.

The Community Engagement Coordinator reports to the Senior Conservation Manager and is responsible for developing and implementing programs and activities designed to increase, engage, and retain members and enhance opportunities for public engagement with TLC’s Walnut Hill Preserve. Walnut Hill Preserve is not yet open to the public but TLC is working on converting this 406-acre farm into a local food hub and nature preserve. The preserve will be comprised of walking and biking trails, habitat restoration areas, and agricultural areas with an anticipated public opening of 2020. The Community Engagement Coordinator will work with partners to introduce them to the property, host events to build excitement around the preserve, and recruit and manage volunteers. These are essential first steps towards opening a successful preserve in 2020.

HOW TO APPLY: Please apply through the AmeriCorps website, which also provides a more complete description of the position and requirements: https://americorps.hiringthing.com/job/121284/community-engagement-coordinator-at-walnut-hill

For those of you with GIS experience and an interest in wildlife conservation . . .

GIS Technical Intern | Smithsonian Conservation Biology Institute | Front Royal, VA

Job Type: Paid Internship | Application Deadline: Sunday, June 16, 2019

Project Description: The Smithsonian Conservation Biology Institute (SCBI - https://nationalzoo.si.edu/conservation) is offering an internship in GIS analysis as part of the Changing Landscapes Initiative (CLI). CLI is a joint spatial analysis and public engagement program utilizing both land use/land cover change (LULC) modeling and scenario planning to inform land use decisions. Additionally, the program has now entered its next phase where LULC models are being used to evaluate impacts to regional ecologic function. To that end, we are currently developing a method for assessing ecological integrity of landscapes using structural equation modeling.

Learning Objectives: This internship is intended for someone who wants to both refine and expand their quantitative and communication skill sets. The CLI team will provide opportunities for the intern to apply their knowledge to authentic, ongoing scientific inquiry. The intern will work alongside an experienced spatial analyst and landscape ecologist (Craig Fergus and Dr. Iara Lacher) to develop models using R and ArcGIS. The intern will have access to a diverse set of real world spatial data and the opportunity to refine their skills in R by both editing existing code and generating new code from scratch. Finally, the intern will gain first hand insight into how advanced spatial analysis is communicated to a variety of audiences (public, scientific, NGO) with the goal of integrating our science into regional planning and policy.

Skill Building Opportunities: Interns will have the chance to learn and develop quantitative and communication skills by:

- Preparing spatial data for advanced analysis
- Performing descriptive analyses in both ArcMap and R
- Writing, editing, and running R scripts
- Creating aesthetically compelling cartographic products
- Assisting with data management
- Occasionally assisting with outreach efforts

Who Should Apply: Interns with the following will benefit the most from this opportunity:

- Degree in geography, ecology, environmental science, or related field
- Experience manipulating spatial data to meet analytical needs (projections, raster/polygon conversion, subset selection)
- Experience synthesizing and summarizing diverse spatial data sets from of varying formats
- Proven ability to write and edit R scripts
- Experience with basic statistics and ability to perform simple exploratory analyses
- Interest in biogeography, landscape ecology/change, and a desire to learn
- Experience with land use modeling or species distribution modeling
- Experience with the use of python in ArcMap

Stipend: $1700 per month with on-site housing possible

Terms of Appointment: 6-month full time (40 hrs/wk) internship, with possibility of extension, starting in late August 2019
The Smithsonian Conservation Biology Institute is located at the north entrance of the Shenandoah National Park about 60 miles west of Washington, D.C., in Front Royal, VA.

**HOW TO APPLY:** Send a resume and cover letter to fergusc@si.edu explaining your interest in this program, expressing how you could benefit from the training, how it could contribute to your future career goals, and why you would make a strong candidate.

**Application Deadline:** Sunday, June 16, 2019

**Website** [https://nationalzoo.si.edu/conservation](https://nationalzoo.si.edu/conservation)

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**International Programs Online Engagement Fellow | National Wildlife Federation Headquarters | Washington, DC**

Founded in 1936, the National Wildlife Federation (NWF) has grown into America’s largest conservation organization with 51 state/territorial affiliates and more than six million members and supporters nationwide. The mission of the National Wildlife Federation is to unite all Americans to ensure wildlife thrives in our rapidly changing world, and the Federation is committed to inspiring all people around our shared love of nature and wildlife by creating a welcoming and inclusive community representative of all Americans.

We are seeking an International Programs Online Engagement Fellow to join our team in our Washington, D.C. office. NWF Fellows must be available to work a 40-hour weekly schedule. **This 11-month position offers $15.00/hour plus core benefits.** The International Wildlife Conservation Team at the National Wildlife Federation promotes wildlife conservation and reduction of greenhouse gas emissions by addressing large-scale commodity agriculture as a driver of tropical deforestation and habitat loss. In this context, we work to advance "zero deforestation and conversion" agriculture production in the tropics, focusing on the commodities that have the greatest impacts on forests and wildlife, such as beef, leather, soy, palm oil, wood and biomaterial feedstocks. Our work also focuses on advancing strong and comprehensive international agreements that protect forests and global climate. This fast-paced, demanding fellowship requires dealing with many interlinked activities, often across different time zones, and grasping complex issues subject to rapid change.

You will undertake a number of online communications, research and administrative tasks in support of the Senior Manager for Tropical Forests and Agriculture, the Vice President for International Conservation and Corporate Strategies, and the International Wildlife Conservation Team as a whole. You will create and manage content across multiple websites and social media platforms in order to promote the work of the International Team and to build our constituency for the conservation movement. Additionally you will represent the program under a variety of circumstances, including managing correspondence, planning meetings/events, developing online engagement content, attending events and conferences to report back, and logistical support. You will frequently aid the D.C. office with administrative tasks such as front desk duty, watering plants, and taking and distributing meeting minutes. If desired, you will have the opportunity to support the domestic advocacy initiatives of other NWF programs, for example visiting Congressional offices to deliver key wildlife information. Excellent interpersonal and communications skills are essential. Furthermore, you may work with some of the International Team’s partner organizations, so French and/or Spanish proficiency is required.

**In this role you will:**

- Create, curate and manage content across multiple websites, blogs, and social media platforms;
- Write factsheets, due diligence reports, event proposals, and organizational updates;
- Maintain the VPs calendar, schedule meetings, take and distribute meeting minutes, aid in event creation and planning, and provide logistical support;
- Manage the VP’s inbox and contacts database;
- Research specific topics as needed for the team;
- Book travel and file expenses;
- Translate French/Spanish/English documents, presentations, and blogs as needed.

**Requirements:**

- Excellent verbal and written communication skills in English;
- Professional language proficiency in French and/or Spanish;
- BA/BS degree in natural resources management, conservation biology, environmental policy, international relations/political science, international development or other relevant field
- Strong organizational skills and keen attention to detail;
- Strong research and editing skills;
- Proven ability to multitask among competing priorities;
- Strong social media skills in platforms such as Facebook, Twitter and Instagram;
- Proficiency in MS Word, Excel, and Outlook; experience using Adobe Creative Suite or similar software is a plus;
- Demonstrated commitment to environmental advocacy a plus;
- International travel experience a plus
Your actions are expected to reflect the staff values of the National Wildlife Federation: collaboration, mindfulness, empowerment, inclusivity, and mission focus.

We strive to increase diversity, equity, inclusion and justice (DEIJ) in all elements of our work and with our partners to support the interdependent needs of wildlife and people in a rapidly changing world. We recruit, employ, train, compensate, and promote regardless of race, religion, creed, national origin, ancestry, sex (including pregnancy), sexual orientation, gender identity (including gender nonconformity and status as a transgender or transsexual individual), age, physical or mental disability, citizenship, genetic information, past, current or prospective service in the uniformed services, or any other characteristic protected under applicable federal, state or local law. We are proud to be an equal opportunity employer. Applicants are invited to learn more about National Wildlife Federation’s commitment to diversity, equity and inclusion at https://www.National Wildlife Federation.org/About-Us/DEIJ.

If you have a disability and require an accommodation or assistance with our online application process, please tell us how we can help by calling us at 703-438-6244.

If you meet more than 75% of the qualifications of this description, we support your application. If selected, a background check will be conducted.

How To Apply: https://recruiting.ultipro.com/NAT1047NWF/JobBoard/1ca8346a-33cc-401d-90d9-d7f752fdd7d/Opportunity/OpportunityDetail?opportunityId=ba16038b-2cfe-4e39-bde5-30ddf1f38e59&sourceId=993f40fc-778b-4ea4-965d-1b16a1d5a1c8

Candidates should submit a cover letter and resume.

EXECUTIVE OFFICER, FUNDRAISING | National Wildlife Federation | WASHINGTON, DC

INTERNSHIP - COMPLIANCE & POLICY | CLASP | FELLOW/INTERN | WASHINGTON, DC

(this is for a summer internship but may be worth contacting them if you would like to do a Fall or Spring Internship)

CLASP serves as the leading international voice and resource for appliance energy efficiency policies and market acceleration initiatives. From advancing off-grid solar technologies, bringing power to energy-impoverished people, to cutting the catastrophic climate impacts of air conditioning, CLASP programs increase uptake of affordable, low-impact, high-quality appliances. We’re mission-driven, impact-focused, and committed to a culture of diversity, transparency, and collaboration. Learn more here.

Position Summary
CLASP seeks a highly motivated summer intern perform qualitative and quantitative research, data-related work, crafting insights, and developing case studies on compliance best practices. The Intern will support the CLASP Policy & Analysis team, which provides world-class technical and policy advisory services on product energy efficiency standards and labeling programs to government and other key stakeholders around the world. The Policy & Analysis team is currently implementing projects and programs in countries throughout Africa, Asia, Europe, Latin America, and the Caribbean and the Intern would be part of a multi-disciplinary and multi-national project team, contributing to the design and development of compliance frameworks for appliance energy efficiency programs at regional and national levels in Southeast Asia and West Africa.

The Intern will conduct comprehensive research, add and update policy information for a selection of countries and regions, and support related communications efforts to promote several online resources hosted by CLASP which allow policymakers and standards and labelling (S&L) practitioners to:

- Compare appliance S&L policies and regulations across countries
- Explore specific information about those policies and conduct customized searches for policies by product, policy type, or economy
- View and understand the legislative framework and history of S&L programs in various countries and economic regions

The exact assignment(s) will depend both on our needs and on your skills, expertise and interest. For reference, potential projects could include:

Compliance
- Collate and organize compliance related qualitative data from surveys and other research efforts for ECOWAS and ASEAN regions.
- Work with the project lead on data analysis and ways to present the information in the guidelines for building testing capacity for standards and labeling programs.
- Conduct research and write case studies on compliance best practices for energy efficiency.
- Gather data to support development of modeling tool for building testing capacity.

Policy Database
- Support efforts to update, increase coverage, and build the value of the CLASP Policy database.
- Conduct research into and update appliance energy efficiency policies in selected economies.
Specific Tasks

- Research and document updated [appliance energy efficiency] policy information in India and Southeast Asian economies, potentially including Indonesia, Vietnam, Thailand, and Malaysia. A beginning template will be provided and explained in detail.
- Research and document [appliance energy efficiency] policies in economies to be added to the Database (using the template provided). This may include Central and South American economies such as Guatemala, Honduras, Nicaragua, and Ecuador.
- Using the highest level of attention to detail, comprehensively review and update the database for consistency, clarity, and ease of use for analytics.
- Support communications efforts to promote the Policy Database, updates & improvements, and the user survey during summer 2019. This may involve drafting content for and supporting the development of articles for the CLASP newsletter or webpage, boilerplate or direct email messages, and tweets and other social media outreach.

Qualifications and Competencies

- Bachelor’s degree in a quantitative, public policy, or related field; may be either in progress, or completed within the past 6 months (if in progress, entering final undergraduate year preferred)
- Highly detail-oriented
- Knowledge of and experience with qualitative research methods
- Experience working with qualitative and quantitative data
- Highly motivated self-starter with entrepreneurial attitude and strategic approach to learning and problem-solving
- Excellent writing skills
- Professional demeanor; ability to comport in a diverse, international work environment
- Knowledge of energy efficiency policy and Montreal Protocol highly desirable
- Outstanding collaborator and team player with well-honed listening and interpersonal skills
- Time management and organizational skills with ability to manage multiple tasks at once
- Ability to read French and/or Spanish is a plus
- Proficient in Excel

Compensation: Compensation will be provided at a competitive, hourly rate. Class credit may be available and will be provided in accordance with your university’s policy.

To Apply: Visit [https://job.ceaconzulting.com/jobs/internship-compliance-policy-washington-dc-104975](https://job.ceaconzulting.com/jobs/internship-compliance-policy-washington-dc-104975)

Internships are typically 10-week engagements; start and end dates can accommodate academic schedules. Therefore, applications are accepted and reviewed on a rolling basis. In your cover letter, please indicate your availability (hours/week) and timeframe (e.g. June 1-August 31).

CEA Recruiting is assisting CLASP with this search. To be considered for this position, interested candidates must follow the link below to submit a resume, cover letter, and salary requirements through CEA’s job portal. Please direct all applications and inquiries to info@cearecruiting.com.

Planning Intern | EnergyTrust of Oregon | Portland, OR

Energy Trust of Oregon is an independent nonprofit organization dedicated to energy efficiency and renewable energy development. We serve the customers of Portland General Electric, Pacific Power, NW Natural, Cascade Natural Gas, Avista, and SW Washington customers of NW Natural. In 2018, Energy Trust was recognized as one of the 100 Best Nonprofits to Work For in Oregon.

Energy Trust is committed to the principles of diversity, equity and inclusion. We strive to create a culturally attentive organization by reaching out to diverse candidates who will contribute a range of perspectives, experiences, skills and ideas to how we work, our programs and our services to best serve, reach and reflect the rich diversity of the customers we serve.

GENERAL POSITION SUMMARY: Energy Trust of Oregon’s Planning Group provides the technical analysis, operational insights, forecasting and regulatory guidance that shapes the near- and long-term organizational decision making. The group also assists with program, market, and strategic planning and reporting out savings and generation achievements.

The Planning Intern will support projects, at the direction of the Planning group, related to improving our energy efficiency resource forecast modeling, providing in-depth program research/analysis, and policy research/tracking related to Energy Trust’s goals.

ESSENTIAL FUNCTIONS / MAJOR RESPONSIBILITIES

- Assist in the development and improvement of energy efficiency resource assessment forecast models. Tasks may include:
  - Market research and utility data analysis to update data inputs for the model.
  - Assist the development final energy savings targets.
  - Updating measure level inputs with the most up-to-date data available.
  - Researching and assessing ways to more effectively and efficiently utilize internal data for modeling purposes.
- Assist Planning staff in analysis and reporting of programs savings, cost and participation.
- Cost-effectiveness research and analysis, including researching non-energy benefits related to energy efficiency savings.
- Policy research and tracking.
• Provide administrative support to Planning staff including data entry, extraction, and cleaning; organization of electronic files; assistance with events; and note-taking.
• Complete other projects as needed.
• Performs job duties in a safe manner.

POSITION REQUIREMENTS
• Currently enrolled in, or recently graduated from, an undergraduate or graduate degree program focused on economics, planning, public policy, finance, mathematics, business, or data science.
• Interest in learning about energy efficiency and renewable energy policy and implementation. Past experience in these areas is preferred, but not required.
• Proficient in Microsoft Office Suite, especially Excel.
• Classroom or work experience with resource economics, statistics, and/or developing supply and demand curves is preferred, but not required.
• Some experience working with SQL writing queries and/or qualitative data analysis software (SPSS, SAS, Stata, GIS) is preferred, but not required.
• Experience with the programming language R is strongly preferred, but not required.
• Experience with Microsoft Power BI is preferred, but not required.
• Self-motivated and independent.
• Able to work on multiple tasks and projects and effectively collaborate with others.
• Good written and verbal communication skills.
• Ability to effectively work independently, in a team, and with people of diverse backgrounds.

The above information is designed to outline the functions and position requirements of this job. It does not identify all tasks that may be expected, nor address the performance standards that must be maintained.

ADDITIONAL INFORMATION
• This is a temporary, part-time internship, 20-30 hours per week that is not to exceed 1,000 total hours worked.
• Compensation is $18 per hour.
• This position is not eligible for company benefits.

APPLICATION INSTRUCTIONS: To download application, go to https://www.energytrust.org/careers/planning-intern/
Qualified individuals please submit cover letter, resume and application to careers@energytrust.org, Attn: Planning Intern
Energy Trust is an Equal Opportunity Employer that highly values diversity and inclusion in the workplace.

AmeriCorps Farm to School Coordinator | Green Mountain Farm To School | Newport, VT

Full Posting: GMFTS FTS Coordinator, 2019-2020
This position is part of the Lyndon Economic opportunity AmeriCorps Program (LEAP). LEAP is a national service program that places AmeriCorps members with non-profit organizations throughout the NEK of Vermont to support those organizations in expanding their services that many communities rely on. LEAP supports their members in their path to educational and career attainment through direct service, on-going trainings, and professional development opportunities offered during the service year. Position dependent upon LEAP federal funding.

The primary responsibilities of the AmeriCorps Farm-to-School Coordinator will be to develop, grow, present, and evaluate GMFTS’ Farm-to-School Programs. This is a full-time year-long AmeriCorps position. The Farm-to-School Coordinator reports to the Farm to School Program Manager.

To Apply: Submit a resume, cover letter and essay to jobs@gmfts.org. Essay topic: Please explain one thing you could do to introduce children to healthy local foods (maximum 200 words). No phone calls please. THIS POSITION IS STILL OPEN EOE

Clean Energy Fellow | Work for Progress | Boston, MA

Start Date: August 4, 2019 | Application Deadline: July 1, 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 HERE

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.*

Jobs@workforprogress.org


**Clean Energy Advocate with North Carolina Nonprofit | Environment America | Raleigh, NC**

**Deadline:** Jul 01, 2019

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**HOW TO APPLY:** LEARN MORE AND APPLY AT OUR WEBSITE.

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**Policy Fellow | Environment America | Boston, MA**

**Deadline:** Jul 01, 2019

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*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.*

**LEARN MORE AND APPLY AT OUR WEBSITE.**
Conservation GIS Fellow (2-year term) | National Parks Conservation
Washington, DC

National Parks Conservation Association is looking for a Conservation GIS Fellow to serve as an integral member of NPCA’s Conservation Programs team by expanding and building GIS capacity for NPCA’s core conservation priority work addressing issues such as air pollution impacting national parks, energy development on park-adjacent lands, water pollution and policy, and fish and wildlife conservation through map production (printed, on-line, interactive). The GIS Fellow will also support communication materials (website, printed material, events), and management of geospatial data (networking, access to data). Candidates should have both GIS and graphic design/communications experience and be able to make technical maps appealing to NPCA’s members and supporters as well as policymakers and media. This is not a GIS research position, but one geared more toward making maps that are compelling and can tell powerful stories to help NPCA protect America’s greatest treasures.

Salary $55k/year.

Please visit our website at www.npca.org for a full job description. To learn about our comprehensive benefits package, click: https://www.npca.org/resources/3143-resources-for-job-applicants.

HOW TO APPLY: Qualified applicants please submit your resume and cover letter directly online to www.npca.org under "Careers". No phone calls please. NPCA is an EOE.

To apply now, click on the link below:
http://www.npca.org/jobs

Website: https://www.npca.org/about/careers
Sustainability Program Coordinator | City of Beaverton | Beaverton, OR

Application Deadline: 6/13/19 at 4:30 PM Pacific Time | Salary: $26.02 - $34.87 Hourly | Job Number: FY18/19-00348

The Position: The City of Beaverton is seeking a highly motivated individual to coordinate the city's Sustainability Program. The position requires the ability to encourage adoption of sustainable behavior and technology (including environmental, economic, and equity) with city staff, the business community and public in a professional and courteous manner. The position will coordinate efforts to prioritize sustainability projects to reduce the city's carbon footprint and adapt to a changing climate. Program components may include climate mitigation and adaptation, accounting and reporting of greenhouse gases, natural resource management and conservation (energy, water, and land), reducing consumption, transportation choices and the built environment.

Recent city projects have included development of a climate action plan, a low-income weatherization program, sustainable procurement guidelines, greenhouse gas inventories, work with fleet and transportation staff on EV infrastructure and community engagement on climate and sustainability.

Under the general supervision of a senior program manager in the Mayor's Office, a successful candidate will develop, implement and administer operational and community sustainability initiatives. The position may work with department directors, division and program managers, and other staff, but does not have any direct supervision of any position at this time. The position is a full-time position, primarily during standard office hours, with occasional evening and weekend event work.

This position is an SEIU classification.

In addition to the application, a cover letter is required.

Responsibilities

• Provide vision and leadership in the implementation of the city's Climate Action Plan and Sustainability Plan, track and measure progress and coordinate future updates.
• Develop, implement and coordinate outreach and communication strategies to engage staff, businesses and residents related to sustainability, climate, and energy.
• Work with city departments in identifying and implementing best practices in sustainable operations by acting as a resource and directing staff activities with the public, city departments and other organizations on sustainability programs and policies,
• Create presentations for staff and citizens on programs, policies, or other sustainability efforts.
• Serve as liaison between groups as required, attend and facilitate meetings.
• Increase awareness of sustainability initiatives, through participation in civic, neighborhood or professional group activities.
• Collaborate with the city recycling and solid waste program, and other city staff, for integrated program development and outreach.
• Support and respect diversity in the workplace.
• Other duties as assigned.

Qualifications

Minimum qualifications:
• Bachelor’s degree in sustainability, natural resource management, renewable energy, environmental studies or a related field.
• Two or more years of experience in sustainability or climate action planning, with an emphasis on community outreach and engagement.
  o Or Associate’s degree in sustainability, natural resource management, renewable energy, environmental studies or a related field and four or more years of experience in sustainability, with an emphasis on community outreach and engagement
• Technical knowledge of policy or best practices in sustainable purchasing, energy efficiency and conservation, materials management, natural resource management, low impact development, greenhouse gas emissions reduction, climate change and renewable energy.
• Experience and skill at presenting scientific or complex data in creative ways.
• Ability to communicate effectively both orally and in writing; including making presentations to a variety of audiences throughout the community.
• Experience in social marketing, community outreach and project management.
• Valid driver's license and the ability to meet the city's driving standards.
• Ability to pass reference checks, degree verification check and background check.
• Knowledge and experience of Microsoft Office Suite, data management and evaluating program outcomes.
Preferred qualifications:

- Master’s degree in sustainability, natural resource management, sustainable development, renewable energy, environmental studies or a related field.
- Knowledge and experience working in local government on policy and program development, particularly related to sustainability, climate action, and energy.
- Experience in or technical knowledge of, GHG emissions inventories, climate mitigation and adaptation planning, and strategic energy management.

Compensation: Wage Range: $26.02 - $34.87 per hour. Starting salary will be determined depending on relevant work experience. The city pays the full retirement contribution to PERS; provides employees with an opportunity to participate in a deferred compensation retirement plan; tuition reimbursement program available; public service loan forgiveness program; and offers excellent health, dental, vision and life insurance coverage. In addition to hourly wage, 4% bilingual pay may be available

Agency: City of Beaverton

Phone: 503-526-2200


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**Restorative Justice Advocate | CARIE | Philadelphia, PA**

Application Deadline | June 14, 2019

**Background:** The Center for Advocacy for the Rights and Interests of the Elderly (CARIE) is a non-profit organization based in Philadelphia, dedicated to improving the quality of life of older adults. Founded in 1977, CARIE serves elders and caregivers throughout southeastern Pennsylvania and beyond through its unique “circle of advocacy.” Through our direct services programs, including the CARIE LINE telephone and online helpline, our Providing Advocacy for Victimized Elderly (PAVE) program and our Long-Term Care Ombudsman program, we become aware of new and evolving challenges that individual elders and caregivers face in navigating the complex health care and aging systems. This knowledge informs our advocacy for systemic changes to improve the lives of older persons.

**Position:** Restorative Justice Advocates in the PAVE program serve elder victims of crime and abuse by providing support and advocacy for a victim as they engage in a Restorative Justice Process. In addition to providing court accompaniment in the Philadelphia criminal justice process, assisting in filing applications for victims’ compensation, and making referrals for additional needed services, the Restorative Justice Advocate will assist in initiating the Restorative Justice process in collaboration with CARIE’s facilitation partner, provide advocacy and support throughout the intervention, and remain a source of support following completion of the intervention.

The Advocate also provides direct assistance to older adults who are victims of violence and/or sexual assault. The successful candidate for this multi-faceted position will be able to manage data collection and evaluation; develop educational presentations and literature; coordinate outreach efforts; work collaboratively with partners and other member of the aging services network; and provide representation at conferences, media events, networking opportunities and committees.

This position reports to the PAVE Supervisor. The successful candidate will be a highly organized individual who can prioritize well and handle a wide range of responsibilities.

**Duties and Responsibilities:**

- Actively and effectively engage in appropriate outreach activities to older adult victims of crime
- Monitors the progress and assist victims of elder abuse and crime through the criminal justice and/or protective services system
- Make appropriate referrals to Restorative Justice partner agency
- Provide support and advocacy for victims engaged in Restorative Justice process including attending victim-offender conferences, family group decision-making conferences, and/or restorative circles
- Intervene during crisis situations that occur during court proceedings
- Provide criminal justice support and advocacy, including education and assistance in filing Victim Compensation
- Advocate for victims so that they receive the resources to which they are entitled
- Prepare victims, their families, and their friends for all legal proceedings
- Assist in administering an emergency fund to change locks and other security measures for victims
- Help victims prepare their victim impact statements
- Accompany victims to legal proceedings at the Criminal Justice Center (e.g., police interviews, district attorney meetings, preliminary hearings, trials, sentencing etc.)
- Advocate for and work with other agencies in developing specialized supports
- Follow-up with victims, their families and their friends as appropriate
- Maintain client case notes and enter client information into the database
• Assist in collecting information needed to complete outcomes measurement
• Attend staff meetings, appropriate community meetings and required training
• Other duties as assigned

Educational/Experience/Skills Requirements:
• BSW or related degree, and at least one year’s experience in criminology, human services or other related field
• Experience in and/or knowledge of working with victims, the criminal justice system, restorative justice, aging policy, resources for older persons and their caregivers
• Excellent verbal and written communication skills
• Public speaking/training expertise

Required Screening:
Criminal Background Check
Professional References
Participation in required VOCA training

Physical and Mental Demands: Must work well under pressure and have the ability to be creative and analytical. Must be able to travel locally, visit the Philadelphia court systems and use public transportation; operate office equipment including but not limited to computer, telephone, fax, copier; move freely around the office; sit or stand at a desk and telephone for long periods of time; communicate in person, and over the telephone, with individuals and groups. This position may require occasional work outside of normal office hours. Some lifting of 10-20 pounds may be necessary.

Benefits: Competitive salary, excellent benefits, and out-of-pocket expense reimbursement for travel related to the job. This position is exempt from overtime compensation.

How to Apply: Please send cover letter and resume to Lori Walsh, Program Manager walsh@carie.org

No phone calls please https://www.carie.org/contact/careers/

Advocate for Environment America | Work for Progress | Washington, DC

Salary: Target annual compensation for this position is commensurate with the relevant professional experience and/or advanced degrees that a candidate has.

Environment America is seeking a Federal Legislative Advocate to promote our federal policy agenda and be a part of our DC-based advocacy team. The Legislative Advocate will work with our staff of researchers, campaign staff and communications experts to defend the Clean Air Act, the Clean Water Act, the Endangered Species Act and other important environmental protections that have come under attack in Congress.

Environment America is a policy and action group with more than 2 million members and supporters spread across all 50 states. Our staff have been working for nearly four decades to promote national, state and local policies that put the environment first. For example, we’ve won policies that have resulted in more solar and wind power in 25 states, cleaner cars and power plants nationwide, and better protections for our rivers, streams, lakes and drinking water. With affiliates in 29 states, we run campaigns that not only raise awareness, but win results on the national stage, in states and cities, on the ballot and in the courtroom.

KEY RESPONSIBILITIES
• Seek out and identify policy opportunities related to our issue portfolio and make recommendations regarding policy positions and messaging.
• Draft materials for lawmakers, the public, and the media to help advance our campaigns, including opinion editorials, press releases, letters to the editor, action campaign emails, factsheets, bill summaries and policy briefs, regulatory comments, analyses, and presentations.
• Serve as the spokesperson for our campaigns through media events, press releases and opinion writing. Raise the profile of our campaigns in the media.
• Advocate for our issues. Develop strong and collaborative relationships with federal agencies, partner organizations, coalitions, legislators and congressional staff on both sides of the aisle, and other stakeholders to advance shared goals.
• Develop plans to win our campaigns using research, advocacy, coalition-building, media attention, and grassroots mobilization; assess opportunities for building political support for our agenda.
• Write grant proposals, build relationships with foundations, and meet with major donors, to bring more resources to our campaigns. Work with our citizen outreach staff to build and deepen our membership base.
• Recruit new staff and volunteers.

QUALIFICATIONS: The ideal candidate will be:
• An experienced communicator with excellent writing and verbal skills
• A good people-person and listener with a track record of successful access-building
Well-organized and able to work on multiple legislative and administrative proposals
At least 3 years of experience in advocacy, grassroots organizing, coalition-building and/or campaign politics
Experience in a legislative office within Congress, a state legislature, or another organization is a plus but not required.

LOCATION: Washington, DC

APPLY: To apply, fill out our online application here. Please address your cover letter to Kate Canada, Hiring Director.

Environment America is part of The Public Interest Network, a group of organizations that share a vision of a better world, a set of core values, and a strategic approach to making positive change. Visit http://jobs.environmentamerica.org/core-values.html for things you should know about our network when you apply.

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.

jobs@workforprogress.org

Advocate for Clean Energy Policy | Environment California, Work for Progress | Sacramento, CA

Salary: Target annual compensation for this position is commensurate with the relevant professional experience and/or advanced degrees that a candidate has.

Environment California Clean Energy Advocate: Environment California is hiring an experienced advocate to protect public health and the environment by shifting California’s electricity, cars, and buildings to be powered by 100% clean, renewable energy. Especially when the federal government is rolling back clean air laws, the need for leadership from California is more critical than ever. The top area of focus will be the transportation system, our state’s largest source of air pollution and global warming pollution. We need to accelerate the transition to 100% clean electric vehicles, including clean trucks, buses and cars.

Mission and Background: Environment California is a policy and action group with tens of thousands of supporters across the state. Our mission is to protect clean air, clean water and open space. Over the last 15 years we have won campaigns to dramatically expand the use of solar and other clean energy, and get cleaner cars and buses on the road. We’ve reduced plastic pollution flowing into the Pacific Ocean, we’ve stopped oil drilling and blocked efforts to expand fracking, and protected our parks and beaches and forests throughout the state.

The Clean Energy Advocate is responsible for developing our strategy, approach and local message to win campaigns. The advocate will meet with local decision-makers and opinion leaders and represent our organization to allies and the media. Advocates also help to build and foster our membership, grassroots and online base of support. Finally, the advocate will help recruit staff and volunteers to join us, fundraise for our programs, and maintain good systems for tracking and building on our work.

Representative Responsibilities

• Program: Run the California clean energy program, participating in and overseeing policy development, research and messaging.
• Advocacy: Bring problems and solutions to the attention of decision-makers—including state legislators, people on the governor’s staff, state regulators and local officials. Develop appropriate messages and materials for making the case to decision-makers. Build relationships with key players in the state, the region and at the federal level.
• Campaign strategy: Develop plans to win on our campaigns for trucks, buses and cars that run on 100% clean energy. Assess opportunities for building political support for our agenda through coalition-building, grassroots organizing, media coverage, endorsements and message development.
• Media outreach: Serve as the public spokesperson for our environmental campaigns through media events, press releases, editorial board meetings and other outreach with a goal of building name recognition for the organization, educating the public about our issues, and building and demonstrating support for our positions.
• Coalition building: Identify, reach out and work with partners who can help us win our campaigns.
• Fundraising: Write grant proposals, build relationships with foundation staff and meet with donors, all to bring more resources to campaigns we’re waging to protect our environment.
• Staff recruitment and development: Recruit new staff and volunteers to increase our impact and build our power.

Qualifications: Candidates must have at least 3-5 years of relevant professional experience. Qualified candidates will have a demonstrated commitment to environmental and public interest issues and to citizen-based social change, as well as a track record of leadership. We're looking for goal-driven and results-oriented individuals who have excellent verbal, writing and analytical skills, the ability to speak persuasively in a charged atmosphere, and enthusiasm for the work. The ideal candidate will have experience in state-
level political advocacy and organizing, a proven ability to recruit, train and develop staff, the ability to raise money, and demonstrated success in building relationships with the full spectrum of environmental and political stakeholders.

**Compensation & Benefits:** Target annual compensation for this position is commensurate with the relevant professional experience and/or advanced degrees that a candidate has. Environment California offers a competitive benefits package.

**Location:** Oakland, Sacramento or Los Angeles, CA

**To Apply:** Please apply online here. Environment California is part of the Public Interest Network. Visit https://jobs.environmentamerica.org/core-values.html for things you should know about our network when you apply.

*Environment California 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.*

*Environment California will consider for employment qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.*

**Benefits:** Environment California offers a competitive benefits package.

jobs@workforprogress.org


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**Investigative Researcher | **Union of Concerned Scientists | Washington, DC

**Application Deadline:** July 1, 2019 | **Salary:** $47,900 - $47,900

https://www.workable.com/j/FF31579CC3

Are you an intrepid Internet sleuth: great at tracking down hard-to-find details, and then synthesizing your findings into a complete and satisfying picture? Are you interested in the Freedom of Information Act? The Center for Science and Democracy at UCS seeks an investigative researcher to conduct research into abuses of scientific integrity and the influence of special interests in policymaking. The right candidate will be self-motivated, organized, able to work rapidly and efficiently, and comfortable managing projects and working with diverse teams. If you have strong investigative research, analysis, and communication skills, and are interested in how science shapes policymaking, we invite you to apply.

**Benefits:** UCS offers excellent benefits and a rewarding work environment. https://www.workable.com/j/FF31579CC3

**To Apply:** Please upload a cover letter and resume. Please include salary requirements in the cover letter. Upload materials in Word or PDF format only. No phone calls, please.

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**Conservation Lands Manager | Chautauqua Watershed Conservancy | Jamestown, NY**

**Deadline:** Jun 21, 2019

The Chautauqua Watershed Conservancy seeks a Conservation Lands Manager to undertake conservation activities, preserve management, and actions to achieve National Accreditation. He/she will engage landowners to conserve lands for water quality protection and habitat enhancement; negotiate conservation transactions, perform biological surveys, draft/implement management plans, and manage volunteers; coordinate activities to implement standards and practices for accreditation; lead preserve tours. Join a team committed to conserving the most important habitats and watershed features of Chautauqua County, a popular outdoor recreation region.

**Preferred qualifications:** B.S. degree and two years’ experience in biology, forestry, conservation, environmental science, or related field with training/courses/experience in botany and GIS, excellent written, oral and electronic communications skills, and strong conservation ethic. Must have driver’s license & own transportation and ability to carry equipment.

**Salary range:** $33,280 to $37,440 plus benefits after 3 months’ provisionalary period. EOE.
Conservation Educator | Chautauqua Watershed Conservancy | Jamestown, NY

Deadline: Jun 21, 2019

The Chautauqua Watershed Conservancy seeks an enthusiastic, dynamic Conservation Educator to educate and engage landowners, community groups, businesses and government agencies to implement actions to enhance lakeshore and watershed properties for water quality protection and habitat enhancement. The Conservation Educator will be responsible for promoting watershed stewardship landscaping techniques and installation of green infrastructure through personal contacts, presentations and print and social media.

Minimum qualifications: Degree in environmental/science education, communications, public relations, landscape design, horticulture, biology, forestry, environmental science, soil and water conservation or similar discipline; knowledge of watershed science and ecology; excellent written, oral and electronic media communications skills; and a strong conservation ethic.

In addition to the minimum qualifications, candidates with experience in teaching, public presentation, conservation/horticultural technical assistance and/or project management are preferred.

Must have a driver’s license, transportation and ability to carry presentation/field equipment. Annual salary for this grant-funded position is commensurate with experience: $33,280 to $37,440 plus benefits after 3-month probationary period.

The Chautauqua Watershed Conservancy is an Equal Opportunity Employer and Drug and Smoke-Free Workplace.

HOW TO APPLY: Email a letter of interest and resume to info@chautauquawatershed.org. Application deadline: June 21, 2019

Conservation Programs Coordinator | National Wildlife Federation
Annapolis, MD

Founded in 1936, the National Wildlife Federation (NWF) has grown into America’s largest and most trusted grassroots conservation organization with 51 state/territorial affiliates and more than six million members and supporters, including gardeners, birders, hikers, campers, paddlers, hunters, anglers, and other outdoor enthusiasts. The mission of the National Wildlife Federation is to unite all Americans to ensure wildlife thrive in our rapidly changing world, and the Federation is committed to inspiring all people around our shared love of nature and wildlife by creating a welcoming and inclusive community representative of all Americans. The organization’s programs focus on conserving wildlife, restoring habitat and waterways, expanding outdoor opportunities, connecting children with nature, and addressing the causes and consequences of climate change. To advance this work and further support our mission, we seek a Conservation Programs Coordinator to join our Mid-Atlantic Regional Center team, based in Annapolis, Maryland and reporting to the Senior Manager of Education and Community Conservation.

In this role you will work with the Senior Manager of Education and Community Conservation to support and grow on the ground program work in the Mid-Atlantic region. Your areas of focus include:

1) Engaging and empowering diverse communities to create and maintain pollinator/wildlife habitat with a key aim of improving both wildlife and human health as well as climate resiliency;
2) Providing more opportunities for kids to gain an appreciation and understanding of the natural world, with an emphasis on bringing nature to kids at their homes, schools, and other community settings; and
3) Educating teachers, school staff, and other community members about habitat restoration and related topics (i.e. stormwater management, energy/water conservation, etc). You will both help to organize and manage existing projects and have opportunities to help develop and grow new projects. Central to this role is the ability to build and maintain strong relationships with individuals, schools, and community organizations, including places of worship, neighborhood associations, and community development corporations.

You will be responsible for:
• Supporting regional recruitment and participation in NWF’s Sacred Grounds, Schoolyard Habitat, Community Wildlife Habitat, Eco-Schools USA, and other programs.
• Coordinating the installation and maintenance of native pollinator gardens, including hands-on planting with schools and community members.
• Assisting with the development and delivery of educational and outreach workshops for school and community audiences.
• Supporting the execution of other events, including Baltimore Wildlife Week, as needed.
• Communicating and collaborating with on-the-ground partners, community members, project contractors, and volunteers.
• Developing and supporting a network of committed volunteers to facilitate habitat conservation in their communities, including managing maintenance of the Oriole Garden at Camden Yards.
• Assisting in identifying new project opportunities by attending meetings and community events in target locations/regions.
• Promoting NWF’s programs and initiatives through media and communications outlets, including assisting with the development of content for our regional social media, website, and blog.
• Assisting with fundraising, including grant writing, as appropriate.
• Performing other duties as assigned.
Qualifications and Core Competencies:

**Required**
- Passion for the preservation and protection of wildlife and wild places
- Professional demeanor with the ability to exercise cultural competency and inclusion
- Superior work ethic and attention to detail
- Excellent time management, organizational, and problem solving skills
- Strong written, verbal, and interpersonal skills
- Entrepreneurial and self-starting, with the demonstrated ability to work independently and as an integral member of the team

**Preferred**
- College degree in related field
- 2+ years of relevant work history (or advanced degree) with project management experience
- Background working with a variety of types of organizations, including government, non-profit, and private sector
- Knowledge or experience with gardening, habitat restoration, and/or native plant species identification
- Community organizing experience a plus

Your actions are expected to reflect the staff values of the National Wildlife Federation: collaboration, mindfulness, empowerment, inclusivity, and mission focus.

**Travel Requirements:** There will be regional travel required in this role, approximately 20% of the time. The Mid-Atlantic region encompasses DC, DE, KY, MD, NC, PA, TN, VA, and WV, but the most frequent trips will be to Baltimore, Maryland and central/southeastern Pennsylvania. Must be available to work occasional evenings and weekends.

**Compensation:** Salary is commensurate with experience, in the range of $45,000. The National Wildlife Federation offers excellent benefits, including 16 weeks of paid FMLA leave, competitive compensation, and a family-friendly, flexible work environment.

**Application:** We strive to increase diversity, equity, inclusion and justice (DEIJ) in all elements of our work and with our partners to support the interdependent needs of wildlife and people in a rapidly changing world. We recruit, employ, train compensate, and promote regardless of race, religion, creed, national origin, ancestry, sex (including pregnancy), sexual orientation, gender identity (including gender nonconformity and status as a transgender or transsexual individual), age, physical or mental disability, citizenship, genetic information, past, current, or prospective service in the uniformed services, or any other characteristic protected under applicable federal, state, or local law. We are proud to be an equal opportunity employer. Applicants are invited to learn more about National Wildlife Federation’s commitment to diversity, equity, and inclusion at [https://www.National Wildlife Federation.org/About-Us/DEIJ](https://www.National Wildlife Federation.org/About-Us/DEIJ).

If you have a disability and require an accommodation or assistance with our online application process, please tell us how we can help by calling us at 703-438-6244.

If you meet more than 75% of the qualifications of this description, we support your application. If selected, a background check will be conducted.

Candidates should submit a cover letter and resume.

**HOW TO APPLY:** [https://recruiting.ultipro.com/NAT1047NWF/JobBoard/1ca8346a-33cc-401d-90d9-d7f752fdd7d/Opportunity/OpportunityDetail?opportunityId=377f1645-6cdd-4128-b79e-5f42b1c1b530&sourceId=903e6c13-a549-4ad9-9446-4a8e74f2199b](https://recruiting.ultipro.com/NAT1047NWF/JobBoard/1ca8346a-33cc-401d-90d9-d7f752fdd7d/Opportunity/OpportunityDetail?opportunityId=377f1645-6cdd-4128-b79e-5f42b1c1b530&sourceId=903e6c13-a549-4ad9-9446-4a8e74f2199b)

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**Coastal Advocate | One Hundred Miles | Brunswick, GA**

**Deadline:** Jul 03, 2020

One Hundred Miles is dedicated to protecting and preserving Georgia’s 100-mile coast through advocacy, education, and citizen engagement. We are an advocacy organization, building public support for this mission through collaboration, celebration, and education.

One Hundred Miles is seeking a Coastal Advocate (CA) to engage elected officials and members of coastal communities in order to advance awareness and development of solutions for addressing coastal growth trends and sea level rise (SLR). The CA will be a critical team member who works to advance the organization’s presence as a trusted and dependable partner in the communities along Georgia’s 100-mile coast.

The CA will be responsible for building community support for investments in solutions that integrate growth management and SLR adaptation into local policies and practices. The CA should have grassroots and community organizing experience and a passion for community planning and environmental conservation. Additional skills that are beneficial but not required include expertise in policy-making and lobbying. The ideal candidate will be responsible for and must be comfortable with relationship building and navigating political and governmental processes. The CA will formally and informally interact with local government officials, business and industry leaders, conservation activists, local and state agency staff, and others.

The Coastal Advocate is a full-time position, budgeted for a two-year term.
Primary Responsibilities include:

- Educating and empowering citizens and local government on the south end of Georgia’s coast (McIntosh, Glynn, and Camden Counties) to advocate for solutions to unsustainable growth and SLR
- Engaging businesses, corporations and other organizations to advocate for responsible growth management policies and local government acknowledgment of and accommodation for SLR
- Connecting activists, local elected leaders, public agencies staff, and others to entities with common interests/experiences and shared resources
- Developing and implementing campaigns to engage citizens in efforts to oppose proposals that threaten natural resources and community safety
- Organizing events that demonstrate the public’s interest in conservation-minded land use planning and SLR adaptation
- Working closely with media outlets and through social networks to raise awareness about projects we would like to see advanced or opposed
- The ability to establish working relationships with local elected officials and, when necessary, state and federal officials
- Other duties as assigned by the CEO and VP of Coastal Conservation

Required Skills and Qualifications

We are looking for a talented and driven individual to accelerate our efforts, and the successful candidate must have:

- Bachelor’s degree
- Demonstrated excellent verbal and written communication skills
- Experience with grassroots organizing and/or campaign building, or strong desire to engage in community organizing
- Experience advocating for environmental conservation
- Ability to work constructively and creatively in a team atmosphere – both inside and outside of the organization
- Ability to think through issues and create an appropriate strategy to move the mission or an issue forward in a community
- Competency working independently to carry out programs, implement campaigns, and guide others
- Superior attention to detail
- Excellent leadership skills
- Proficient computer skills (Microsoft suite, presentation software)

This position is located in our Brunswick, GA office and will require the employee to travel to communities on the Georgia coast as needed. We offer a competitive salary based on experience and a comprehensive benefits package.

HOW TO APPLY: Interested candidates should email a resume and thoughtful cover letter describing your specific qualifications and interest in the position to hr100miles@gmail.com.

Submissions without a cover letter will not be considered. No telephone inquiries. Applicants who best match the position needs will be contacted. One Hundred Miles is an equal opportunity employer.

Website: http://www.onehundredmiles.org

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**Acquisition Specialist | The Land Trust for Santa Barbara County | Santa Barbara, CA**

**Deadline: Jun 28, 2019**

The Land Trust for Santa Barbara County seeks a full-time Acquisition Specialist with experience in real estate and related conservation transactions whose core responsibility will be to assist in executing a comprehensive strategic plan that prioritizes the conservation of private land, primarily through acquisition of fee title and conservation easements. Excellent communication skills will be essential to writing, presenting and implementing conservation projects and planning documents, and to preparing other legal, real estate, financial and descriptive materials.

Santa Barbara County is one of the world’s great biogeographical regions. Since 1985, the Land Trust has worked actively with the community, local landowners, federal and state agencies, and other partners to conserve the county’s natural resources, including more than 27,000 acres of the county’s wildlife habitat, natural open space, and working ranch- and farmlands.

**Reports To:** Conservation Director | **Work experience:** 2-3 years | **Est. Start Date:** August 15, 2019

**Annual pay range:** $50,000-$65,000, commensurate with experience

**Benefits:** Paid vacation and holidays; “Employer defined benefit” health and dental insurance plan for full-time employees; Simple IRA program that includes employer-matching contributions

**Location:** Santa Barbara, CA

**Overview**

The Acquisition Specialist works as part of a team of three responsible for conservation and stewardship at the Land Trust. Reporting to director of conservation, the acquisition specialist will play an integral role in planning and implementing a landowner outreach
strategy and acquisition efforts. As part of the team, the acquisition specialist will attend land committee and staff meetings. This position does not supervise paid staff, and is paid on an hourly basis (non-exempt). While standard office hours are 9 a.m. to 5 p.m.; occasional weekend and evening hours are required.

**Duties and Responsibilities**

**Project Identification and Development**—Assist the Conservation Director in identifying, developing and carrying out all phases and types of land acquisition projects (fee simple, conservation easements, and agency assists) including project evaluation, description and documentation, and coordination with community and governmental partners.

**Transaction Management**—Draft, review and/or edit legal, title, insurance and other real estate documents; manage relationships, contracts and deliverables with appraisers and consultants; track project timelines, financial obligations, billing and reimbursements of fees/expenses, and endowment contributions; and manage document revisions, final publication, and signatures through close of transactions via escrow or other means.

**Outreach**—Assist the Conservation Director in evaluating, prioritizing, arranging and conducting outreach to private landowners, including landowner education and responses to inquiries regarding potential gifts or sales; manage partnerships and leverage support for projects through outreach to and involvement with landowners, their neighbors, agencies, legislators, the general public, and the Land Trust’s Trustees and members; write newsletter articles, prepare landowner information packets and brochures, and update information for the website.

**Funding**—Assist developing and carrying out funding strategies for land projects, including identifying, researching, writing, and presenting grant applications, and tracking timelines and financial progress toward satisfaction of deliverables and documentation of project completion.

**Minimum Requirements**

- Bachelor’s degree in conservation, law, real estate, planning, natural resource conservation or related field
- 2 years of work experience in land acquisition and protection or a related field
- A passion for land conservation and the Land Trust’s mission
- Demonstrated ability for independently managing multiple, simultaneous projects as well as working with a team
- Ability to maintain confidentiality and show sensitivity to landowner information and relationships
- Strong interpersonal skills and a sense of humor
- Proficiency with computer software, including MS Office, Adobe products, Internet applications and e-mail.

**Desired Qualifications**

- Understanding of Santa Barbara’s conservation landscape, politics and community values
- Understanding of conservation finance and tax law
- Experience with fundraising from public, private and foundation entities
- Proficiency with ArcGIS, Google Earth and/or other mapping software
- The Land Trust is an Equal Opportunity Employer.

To learn more about the Land Trust, please visit [www.sblandtrust.org](http://www.sblandtrust.org)

**Recruitment Process and Timeline**

Application filing deadline: **Friday, June 28, 2019, 5:00 p.m. PDT** Interested applicants should submit application materials via email with “Acquisition Specialist” in the subject line to: info@sblandtrust.org. Required application materials include: (1) a cover letter, (2) resume, and (3) a writing sample with a brief description of your role in the document.

Supplemental Questionnaire: **Monday, July 8 – Thursday, July 11, 2019** Applicants who pass initial review will be contacted on July 8 and asked to complete a supplemental questionnaire, which must be returned to the Land Trust via email by Thursday, July 11 by 8:00 a.m. PDT.

Interviews: **Monday, July 15 – Wednesday July 24th, 2019 (times TBD)** Applicants who pass the questionnaire review will be invited to interview at our offices in Santa Barbara, California, or via telephone or videoconference.

Second Interviews: **Monday, July 22 – Wednesday July 24th, 2019 (times TBD)** If necessary, final candidates will be invited for a follow-up interview at our offices in Santa Barbara, California, or via telephone or videoconference.

Website: [http://www.sblandtrust.org](http://www.sblandtrust.org)

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**Program Specialist | Western Association of Fish and Wildlife Agencies | Boise, ID**

**Job Type:** Paid permanent

The Western Association of Fish and Wildlife Agencies (WAFWA) is seeking a Program Specialist to work in WAFWA’s headquarters in Boise, Idaho. WAFWA advocates for science-based fish and wildlife management and cooperative conservation in the West. Additional information about WAFWA can be found here [www.wafwa.org](http://www.wafwa.org).

**Opening Date:** May 14, 2019 | **Closing Date:** June 14, 2019 or until filled

**Position Overview:** The candidate will provide assistance and support to the Executive Director and CFO in the administration of WAFWA’s programs and initiatives. The candidate will also assist WAFWA staff and program coordinators with the management and acquisition of grants and contracts.
**Duties:** Specific responsibilities of this position include, but are not limited to:

- Managing WAFWA documents and related material to allow the Executive Director, CFO and staff to better respond to requests from members, partners and the interested public.
- Attending, facilitating and organizing committee meetings and workshops.
- Assisting in the administration of grants and contracts.
- Identifying possible sources of funding to support WAFWA activities and assisting with fundraising.
- Assisting staff and program coordinators with development of newsletter articles and other outreach materials.
- Coordinating and drafting WAFWA’s website content to effectively communicate with the public.
- Other duties as assigned.

**Salary and Benefits:** The starting salary range for this position is $45,000 - $55,000 annually, depending on prior experience. Benefits include health insurance, annual (vacation) and sick leave, and a 401K retirement program.

**Preferred Qualifications:**

- Master's degree or Bachelor's degree with 2- years’ experience in fishery and wildlife sciences, natural resource or environmental policy, public administration, or closely related disciplines.
- Familiarity with fish and wildlife resources and their management.
- Some knowledge of fishery and wildlife management institutions and relevant laws, including NEPA, Endangered Species Act, and others.
- Some knowledge of grant and contract administration.
- Ability to effectively communicate technical data and information to non-technical audiences.
- Demonstrated writing and public speaking skills.
- Proficiency in the use of computers and software packages for report generation.

**HOW TO APPLY:** Qualified applicants should submit the following items:

1. A resume detailing your education, relevant experience, training, skills, and other information to support your qualification for the position.
2. A cover letter that includes a description of your qualifications.
3. A writing sample, no more than 5 pages in length, of something you recently authored.

References and education transcripts are not needed at this time but may be requested prior to hiring.

Please submit these materials to Dr. Christopher Moore, Acting Executive Director, by email (chris.moore@wafwa.org) or U.S. Mail: WAFWA, Attn: Chris Moore, 2700 W. Airport Way, Boise, ID 83705

**Applications must be received or postmarked by June 14, 2019**

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

**Website:** [http://www.wafwa.org](http://www.wafwa.org)
Resumes will not be accepted via e-mail. You must apply online to be considered. [https://careers.vermont.gov/job/Montpelier-Agriculture-Water-Quality-Specialist-II-Limited-Service-VT-05601/564042400/](https://careers.vermont.gov/job/Montpelier-Agriculture-Water-Quality-Specialist-II-Limited-Service-VT-05601/564042400/)

**Environmental Factors:** Duties are performed in both an office setting and in the field. Duties in the field may include walking along stream banks and in agricultural fields where one might encounter livestock. Field work may require carrying of heavy equipment while traversing rough terrain and bodies of water in all weather conditions. Incumbent must have private means of transportation for completion of field assignments on a timely basis. Travel statewide is required. Some work outside of regular working hours, including attendance at public meetings, may be required. Work will often be performed in a dynamic and engaging committee-style forum where strong differences of opinion may be encountered on a regular basis.

**Minimum Qualifications**
High school diploma or equivalent AND four (4) years or more of experience in agriculture, environmental conservation, or a related field.
OR
Associate's degree in agriculture, environmental conservation, or a related field AND two (2) years or more of experience in agriculture, environmental conservation or a related field.
OR
Bachelor's degree in agriculture, environmental conservation, or a related field.
OR
Two (2) years as a Water Quality Specialist I.

**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.

**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.

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**Legislative Assistant | Earthjustice Headquarters | Washington, DC**

**Application Deadline | July 5, 2019**

Earthjustice is the nation’s premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people’s health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are here because the earth needs a good lawyer.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with thirteen offices across the U.S.

This position provides administrative and legislative support to Policy and Legislation Healthy Communities and Climate & Energy Teams, and assists in the implementation of legislative and administrative strategies on environmental issue priorities for Earthjustice.

**RESPONSIBILITIES**

**Lobbyist Support (70-75%):**

- Attends, takes accurate notes and reports back on legislative hearings and briefings as directed by PAL lobbyists.
- Attends and takes accurate notes on conference calls as directed by PAL lobbyists.
- Assists PAL staff in lobbying Congress as directed by PAL lobbyists (phone calls, community lobby days) and reports the results of same.
- Manages Hill e-mail blasts.
- Schedules Hill meetings as directed by PAL lobbyists.
- Monitors legislation and federal rules of interest to PAL.
- Keeps apprised of issue areas PAL staff work on.
- Act as general point of contact for the department for Hill staff, the public, clients and other Earthjustice staff.
• Coordinates and organizes fly-ins and events, including budget management, travel, catering, meeting scheduling and serves as main contact for attendees.
• Plans and staffs events like Hill briefings, receptions and meetings as requested by PAL lobbyists.
• Researches, writes, proofreads and edits a variety of materials including but not limited to fact sheets, action alerts, memos, and blogs.
• Creates and maintains vote/target list/vote count spreadsheets and databases as requested by PAL staff.
• Conducts research on Members of Congress and issues of interest to PAL.
• Moderates listservs for lobbyists as requested.
• Monitors media coverage of interest to PAL.
• Assists in booking travel for clients and partners.
• Assists Communications Strategist, Policy and Legislation as requested.

Administrative Support/Internal Coordination (15%):
• Stays apprised of technology of help to the department (such as bill tracking software).
• Coordinates closely with legislative assistant colleague and assists same when needed.
• Serves as liaison between PAL and Earthjustice Web Master, e-mail alert team and other Earthjustice departments as directed by supervisor.
• Assists Social Media team with PAL twitter account scheduling, drafting social media materials, and live-tweeting as requested.
• Assists Office Assistant and Office Manager regarding PAL administrative functions and needs as requested.

Supervision (10-15%):
Recruits, supervises, and manages projects of PAL interns as required

QUALIFICATIONS
• Bachelor’s degree required;
• Experience with the legislative process and/or environmental experience a plus;
• Strong computer skills, including Microsoft Office 2016 (Word, Excel, Power Point, Access), Google Drive, and CongressPlus;
• Strong organization skills, including ability to work collaboratively in teams managing multiple projects with complex deliverables in a fast-paced environment;
• Outstanding oral and written communications skills, including excellent command of spelling, punctuation and grammar;
• Good judgment, professionalism, composure under pressure, and a sense of humor;
• Proven ability to take initiative;
• Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations;
• Contributes to the creation of a diverse, equitable and inclusive work culture that encourages and celebrates differences;

Benefits: We offer a competitive salary and excellent benefits that are comprehensive and competitive. We also offer an extremely congenial work environment and a casual dress code.

How To Apply: Interested candidates should submit the following online via the Jobvite system:
https://app.jobvite.com/j?cj=ojcafwE&s=Idealist
• Cover letter
• Resume
• 1-2-page writing sample

Applications will be reviewed on a rolling basis.

Please reach out to jobs@earthjustice.org if you are having technical difficulties submitting your application. No phone calls, drop-ins, or hard copies.

Earthjustice is driven by a passion for justice, partnership and excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information or any other factor that is not related to the position.

For positions located within the City and County of San Francisco: Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment-qualified applicants with arrest and conviction records.

For positions located within the City of Los Angeles: We will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.
POSITION MISSION: To achieve American Forests’ policy and advocacy goals, manage the day-to-day implementation of the organization’s policy program and develop and manage the day-to-day implementation of the organization’s advocacy program.

POSITION OUTCOMES: American Forests’ policy innovations, place-based policy recommendations, and national policy priorities are known, understood, valued and acted upon by Members of Congress and the Administration and supported by a growing network of advocates.

REQUIRED SKILLS and ABILITIES:
• Familiarity with forest policy and natural resource statutes.
• Demonstrated ability to research, track, and summarize legislative issues and draft correspondence and lobbying-related materials.
• Demonstrated ability to plan, schedule, and execute meetings, including Capitol Hill and executive-branch appointments.
• Ability to work directly with staff at all levels of government and partner organizations.
• Ability to represent the organization at legislative hearings and meetings, and other events, and coalitions.
• Ability to effectively communicate complex policy issues to lay audiences, orally and in writing.
• Demonstrated ability to engage people and inspire them to act.
• Ability to act as point person on multiple projects, to include prioritizing tasks, setting expectations, meeting goals, and documenting efforts.
• Ability to work as a servant leader.
• Ability to work in an agile, cross-functional team environment.

EDUCATION OR CERTIFICATIONS: Minimum of a Master’s degree in environmental policy, law or public administration or equivalent level of mastery through experience.

WORKING CONDITIONS: Travel less than 20% will be required outside of Washington, DC. Most work will be in a general office environment.

SPECIFIC RESPONSIBILITIES:
• Support the development and promotion of American Forests’ Policy Program (60%)
  o Coalitions
    ▪ Attend coalition meetings to track and report on public policy initiatives that further American Forests’ positions.
    ▪ Represent American Forests at coalition meetings as needed.
  o Policy Initiatives
    ▪ Conduct legislative research, track and summarize issues, and draft correspondence and lobbying-related materials.
    ▪ Support the development of policy papers and positions that further American Forests’ policy goals, based on the best available science and input from the Programs’ experts.
    ▪ Draft regular communications about American Forests’ policy initiatives for a general audience.
    ▪ Attend and report on legislative hearings.
• Congressional and Administration outreach and education
  o Plan, schedule and conduct regular meetings to educate Congressional staff on American Forests’ public policy initiatives.
  o Support the development and implementation of events, to include congressional briefings.
  o Manage the tracking and filing of organizations’ lobbying activity, to include collection and coding of monthly lobbying timesheets, and filing of quarterly lobbying reports to Congress.
• Grants
  o Support the development, submission, implementation, reporting and final delivery of external grants that further American Forests’ policy initiatives. Duties will include administrative tasks such as grant coding and reconciliation.
• Develop and implement American Forests’ Advocacy Program (40%)
  o Grassroots Advocacy Efforts
    ▪ Participate in grassroots advocacy coaching, to include working with an advocacy coach and learning American Forests’ advocacy methodology.
    ▪ Launch groups of American Forests’ Advocates in select cities across the US, to include:
  o Digital Advocacy Efforts
    ▪ Design and draft digital advocacy campaigns to support grassroots advocacy program goals and select policy initiatives.

Work across departments to coordinate and execute digital advocacy efforts, to include the administration of campaigns via OneClick Politics’ digital advocacy platform.

To apply please send cover letter, resume and writing sample to jobs@americanforests.org. American Forests is an equal opportunity employer.
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

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!