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.

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.
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
We are here to help. To schedule a phone or virtual appointment, contact Chandra Anderson at canderson@vermontlaw.edu

Recommended Job Search Websites

Linkedin Jobs
Indeed
USA Jobs.gov

Idealist.org
Zip Recruiter
The Ladders

Seven Days
For VT Jobs
EcoJobs

NSCRS (RJ)
Connect2Justice Jobs

Conservation Job Board
DC Jobs

Comfoodjobs
VT Farm To Plate Network

Ed’s Clean Energy and Sustainability Jobs List

Use this link as there is another list similarly named

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).
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 with questions.
MARKETING & EDITORIAL FELLOWSHIP | STONE PIER PRESS | SAN FRANCISCO, CA

COMPANY DESCRIPTION
Stone Pier Press is a San Francisco-based environmental publishing company with a food focus. We produce books and news that highlight how to eat, grow, and dispose of our food in a way that builds a cooler, kinder, and healthier world. Our thinking is that by focusing on solutions we make it easier for any one of us to act on them.

So we track down the farmers and gardeners who are using methods that reverse global warming, save water, and raise more nutritious crops. We write about the racial disparities at the root of many food system problems, and improving access to fresh, green food in underserved communities. We underscore the technologies revolutionizing the way we produce meat, dispose of food waste, and create alternatives to dairy. We make it delicious to serve up plant-based meals. And lots more.

Our team includes Marketing and Editorial Fellows who share the good food message and produce our news. To distribute our books, we're partnering with Chelsea Green Publishing, a Vermont-based company long known and respected for its books on sustainable living. We also regularly team up with a growing list of mission-aligned nonprofits and businesses. We encourage BIPOC to apply.

INTERNSHIP DESCRIPTION

JOB DESCRIPTION: Do you have a way with words - and images? An ability to whip up tremendous enthusiasm for a mission or project? The desire to write news stories, create and lead your own marketing campaigns, develop business partnerships, produce mini-movies, or contribute to editorial content and design?

If so, we'd love to hear from you. We're Stone Pier Press, and our mission is to publish news and books that build a more climate-friendly, humane, and equitable food system. By publishing content that's entertaining and inspirational, we want to remind folks that the food choices we make have a direct impact on the health and well-being of our planet and our communities.

Our team of Fellows carry out the following tasks:

Marketing (Google adwords & analytics): We need smart, creative, and energetic souls to manage our Google Adwords account and track our analytics.

Marketing (social media and outreach): We're also looking for Fellows interested in growing our social media channels, which include Facebook, Twitter, and Instagram. Marketing tasks can also include doing research on potential partners and developing pitch materials for working together. In addition to establishing our presence as a source of solutions-oriented content, the marketing effort supports book launches.

Editorial: We're looking for writers to spread the word about the good food movement to our audience and beyond. You'll get a chance to buff up your writing skills by working with an experienced editor. We also want help creating scripts and compiling footage for videos that make a compelling case for a more sustainable, ethical food system. Finally, we need editors - to build out our website and produce our bi-monthly newsletters.

Photography & Video: We need help generating great visual content to get more people on board with our good food mission.

Design: Here's a chance to build a design portfolio, or at least add design skills to your resume. Our Fellows develop promotional materials, build out our website, and produce our newsletters. Some experience in SquareSpace, InDesign, Photoshop/Illustrator, or any other design program preferred, but not necessary.

The pluses: We're small which means you get a chance to work on many different projects, which might include helping develop manuscripts, raising money from potential donors, and conducting market research on prospective books. Our interns have found illustrators for our books, contributed to our books, produced book trailers, developed recipes, put together book acquisition plans, and managed our google adwords account. This Fellowship is an opportunity to develop new marketable skills and discover, or further develop, strengths.
**The nitty gritty:** This is a 12 to 15 hour a week job but the hours are flexible. The winter/spring term runs January-May, the summer term runs May-August, and the fall term is September-December. Start and end dates are sometimes negotiable. We're in San Francisco but you can work from anywhere. What's important is that you're conscientious about showing up, able to meet deadlines, and available for weekly 30 min team calls. Finally, this is an unpaid internship, but in exchange for your efforts, we offer professional development and training opportunities in editorial writing, digital marketing, design, analytics, and nonprofit management.

Thank you for considering Stone Pier Press!

**COMPENSATION:** this position is: stipend / non-monetary compensation

**Details:** Each person in the program learns basic marketing and editorial skills. All who have answered our survey say they are satisfied or very satisfied with the experience and that this has helped them get their next job. We've already been approved for this posting thanks to clearing it with our fiscal sponsor and the state of CA.

**LOCATION:** job can be done remotely

**APPLICATION INSTRUCTIONS:** Please click here to sign in and view application details.

**DEADLINE:** no deadline

If you are not registered, you'll be prompted to do so. Don't worry, it's free!

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**Interested in Native American and Western US Environmental Issues?**

*High Country News* is looking for informed and enthusiastic editorial interns and fellows to report on issues of impact for the Western United States. From its cities and suburbs, to rural and natural spaces, we cover the West through in-depth, inclusive and insightful journalism.

Want to join our award-winning editorial team? Every year, *High Country News* offers four to six internship positions, each six months long, starting in July and January. We also offer a fellowship, between six months and one year. We provide a $300-per-week stipend for interns and a $520-per-week stipend for fellows. We also provide housing and other support, including the opportunity in some cases to work remotely from within the Western United States.

Our interns and fellows are a key part of the *HCN* team, developing, reporting and writing stories that matter. As we continue to broaden our coverage of the West, we encourage journalists from BIPOC and LGBTQ+ communities to apply, to help us tell a more complex, complete story of the West.

Our interns and fellows go on to become leaders in journalism and public life. They pursue careers as reporters, editors, educators, lawyers, policymakers and freelance writers. Above all, they learn to report with depth and nuance on the issues of critical importance to the American West and the national conversation.

The internship requires established reporting and writing skills and an interest in covering the modern West. The fellowship requires a sophisticated understanding of Western issues and the ability to write to these issues in depth.

**Upcoming start dates and application deadlines are as follows. Applications must be received in our office by the deadline date.**

**Winter/Spring**

Starts mid-January | Ends mid-June

**(Applications must be received by Nov. 1)**

**Summer/Fall**

Starts mid-July | Ends mid-December

**(Applications must be received by March 15)**

Applicants should send an email with attached cover letter, résumé, contact information for three references (phone and email), and three writing samples (plus multimedia samples, if applicable) to Editor-in-Chief brianc@hcn.org. **Please be sure to include “internship application” or “fellowship application” in the subject line.**

If emailing an application is not an option, candidates may also mail their materials to:
Urban Forestry and Outreach Coordinator – AmeriCorps | California Volunteers AmeriCorps Programs - Central Coastal Region | San Jose, CA

Salary: $20,000 - $30,000

AmeriCorps services members receive a living stipend for their service.

Program Name: Our City Forest AmeriCorps

Position Description: Our City Forest (OCF) Service Team Members are sponsored in part by the National Service organization, AmeriCorps, and are expected to commit to 1700 (September-August) hours of service. Team Members will have 2 weeks of all-team training beginning on September 8th. Each Team Member will be assigned to a primary team by the 3rd week, but will support other teams when needed throughout the year. The teams are: Community Forestry (comprised of Planting, Tree Care, Lawn Busters), or Community Nursery. All members will:

- be trained on the best practices of maintaining a green and healthy urban forest in the Silicon Valley,
- strive to build capacity in the community and maximize volunteer participation in their individual programs, acting as coaches and coordinators,
- conduct outreach to residents and businesses to educate on best urban forestry practices and the importance of environmental stewardship,
- provide friendly, professional customer service,
- actively seek opportunities for greening projects,
- organize and implement projects.

Position duties may include (by team):

Community Forestry Team responsibilities and tasks (50-85% field, 15-50% office; approx. 25 members divided into sub-teams)

Participate in field work necessary for project preparation, and project day execution for the following sub-teams:

- **Planting:** Work outside with team and volunteers at least once a week planting trees in neighborhoods, schools and parks
- **Tree Care:** Work outside watering and maintaining newly planted trees
- **Lawn Busters:** Work outside with team on lawn conversion projects, which include trenching, sheet mulching, irrigation and plant installation

**Intake:** 50% in the office, 50% in the field; predominantly customer service-oriented position; organize planting projects, call and email qualified residents, go on site visits, work with city permit office, some landscape design for lawn conversion projects

- Educate residents on best water-wise landscaping and planting practices
- Correspond and schedule appointments with community members about their planting; plan logistics and enter data for each tree planting project
- Assist residents with tree planting and maintenance needs; provide excellent and professional customer service to accommodate their requests
- Conduct classroom and/or community presentations and/or represent Our City Forest at various events
- Conduct grassroots community outreach and organizing such as neighborhood door-knocking and calling schools and churches to advertise services
- Recruit, train, and correspond with volunteers of all ages and abilities
- Database volunteer hours and events
- Communications & Outreach Team responsibilities and tasks (15-25% field, 75-85% office; approx. 5 members)
- Oversee volunteer program and support each team’s volunteer coordinator
- Create and maintain relationships with dedicated volunteers called Tree Amigos
- Recruit new Tree Amigos and work with Volunteer Program Manager to prepare educational training courses throughout the year.
• Sign up, manage tracker, and attend community outreach events; represent Our City Forest at various community outreach events and educate the public on OCF’s mission
• Oversee outreach materials stocks and needs
• Design flyers and brochures depending on program needs
• Assist with the management of the Our City Forest website
• Strategize and execute outreach techniques for promoting events, recruiting volunteers, and increasing community interest in our programs/services (i.e. through flyering, social media, newsletters, and/or community meetings)
• Complete office tasks such as phone and email correspondence with volunteers and community partners, scheduling appointments or events, and planning logistics
• Conduct classroom and community presentations, educating on urban forestry and services Our City Forest provides
• Plan, implement and assist teams in various projects depending on each program’s needs

Gain experience and skills:
• Work full time in diverse and vibrant Bay Area communities
• Work within the education and nonprofit sectors
• Develop basic teaching skills, including curriculum development, behavior management practices and public speaking/facilitation
• Make lasting connections with fellow service minded community members
• Build confidence in public speaking
• Acquire concrete workplace skills
• Develop personal and professional goals with guidance and support
• Promote meaningful community partnerships
• Become part of a large alumni network

Qualifications:
• U.S. citizen, U.S. national, or a lawful permanent resident of the United States
• At least 17 years old
• Ability to work full-time (40 hours/week) and commit to an 11-month term of service
• Successful completion of background check

Timeline: Service cohorts begin September 8th, 2020 and serve until September 5th, 2021 for 1700 hour members.

Benefits
• ~$833 bi-weekly living stipend
• $6,195 education award upon completion of term
• Health care benefits
• Student loan forbearance for qualifying loans
• Childcare assistance (if eligible)

Level of Language Proficiency
Spanish and Vietnamese speakers encouraged to apply

To Apply: Visit http://www.ourcityforest.org/americorps-openings
• Upload your resume, cover letter, and 3 references

GrizzlyCorps Fellow Position | Sierra Institute for Community and Environment | Taylorsville, CA

Job Type | AmeriCorps
Salary Details | Annual Living Stipend of up to $20,000 paid out semi-monthly.
Required Experience | 0 - 1 years

The GrizzlyCorps Member will work with staff, local teachers, and natural resource professionals to develop integrative natural resource educational programming linked to community well-being; assist with the development of education modules focused on classroom and field-based learning of natural resource management; assist with day and overnight field trips collecting ecological data with high school students; assist with classroom and field-
based learning activities; support high school interns in the school production garden and with restoration of native plant propagation projects; support other fieldwork as needed. There may also be opportunities to increase understanding of ecological data management and statistical analysis if desired. In addition to natural resource education programming, the member will work with Sierra Institute’s Watershed Coordinator, USFS staff, NGO partners, and other stakeholders within the South Lassen Watersheds Group to develop citizen science projects as part of a multi-party monitoring program.

The Sierra Institute for Community and Environment is working in partnership with the Lassen National Forest and a diverse group of stakeholders, including industry, environmental non-profits, and tribes, to accelerate restoration across the 800,000-acre focal landscape of the South Lassen Watersheds Group, a collaborative planning for the future of forest management, climate resilience, and economic development in critical upper watersheds. The member will support this work through development and advancement of natural resource education programming and project monitoring as part of collaborative landscape restoration addressing fire threat and forest resilience under a changing climate in some of California’s most critical watersheds – Upper Feather River, Mill Creek, Deer Creek, and Battle Creek. Together, these watersheds provide critical natural infrastructure for the State Water Project, nearly 10% of the state’s hydroelectric power, and represent three of the last remaining strongholds for Chinook salmon. The member’s service will improve the capacity of students and residents alike to monitor the climate benefits of forest restoration (e.g., carbon sequestration and wildfire emission avoidance/reduction), ultimately enhancing the resilience of local communities.

HOW TO APPLY
Online Application Link: https://docs.google.com/forms/d/e/1FAIpQLSdMg6WomfZt1nM3l2TEKa_Q_1BvmktBwu_WUVoJ7tW9CLN2w/viewform
Link to GrizzlyCorps website: https://grizzly.berkeley.edu/join/members
Link to Sierra Institute for Community and Environment website: https://sierrainstitute.us/about/jobs/
This is an equal opportunity position. Any questions about the fellowship may be directed to Eliza Munger eliza.munger@berkeley.edu or for more specifics on the position with Sierra Institute call (530) 284-1022

AmeriCorps Forest Restoration Assistant | The Nature Conservancy | Cumberland, MD

Deadline Jul 12, 2020

'The Green Tunnel' on the Appalachian Trail, Virginia. Photo Credit: © Andrew Forestell

About TNC
The Nature Conservancy is the leading conservation organization working to make a positive impact around the world in 79 countries and territories, all 50 United States, and your backyard. Founded in 1951, our mission is to conserve the lands and waters on which all life depends. One of our core values is our commitment to a globally diverse and culturally competent workforce. Visit www.nature.org/aboutus to learn more.

AmeriCorps is a network of national service programs which take a different approach to improving lives and fostering civic engagement. Members commit their time to address critical community needs like increasing academic achievement, mentoring youth, fighting poverty, sustaining national parks, preparing for disasters, conservation and more. AmeriCorps members make people safer, stronger, healthier; to strengthen communities and to Get Things Done for America. This position is rewarded by a monthly stipend, health and childcare, student loan deferment, an education award, and new skills and training to help build career opportunities.

Position Summary
Become a force for nature and a healthy planet by joining the Maryland/DC Chapter’s Resilient Forests Team! Our work is focused on two areas where our outcomes can have the greatest impact for the residents of Maryland/DC: protecting clean water and tackling climate change. Our efforts span the region, from western Maryland's Central Appalachian forests to our nation's capital and beyond to the Chesapeake Bay.
The AmeriCorps Forest Restoration Assistant serves with The Nature Conservancy over an 11-month period to advance our work in improving private and public lands, providing education and training in stewardship and environmental practices, and growing our volunteer support. They will be responsible for a variety of land stewardship and forest restoration activities in support of the goals for the Maryland/DC Chapter’s Resilient Forests Program and will work with Conservation staff in teams to ensure the coordination, community support and implementation of preserve/forest management plans. Check out the essential functions of this position on our careers site listed in the application section below.

**Minimum Qualifications**

- U.S. Citizen, U.S. National or Lawful Permanent Resident
- Must be at least 18 years of age
- High school diploma or GED, some college and conservation experience desirable
- Satisfy the National Service Criminal History check eligibility criteria
- Good written and verbal communication skills
- Experience with MS Office
- Ability to follow instructions from colleagues
- Commitment to complete 11 months as AmeriCorps member
- Good organizational skills and ability to manage diverse activities to meet deadlines
- A valid driver’s license

The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of all genders with diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.

**HOW TO APPLY**

Please see the full position description and apply at [www.nature.org/careers](http://www.nature.org/careers).

With the support of more than one million members, the Conservancy addresses the most pressing threats to people and nature, working in wild places and in human settled areas including cities. Since its founding in 1951, The Nature Conservancy has protected more than 119 million acres of land and 5,000 miles of rivers worldwide. Through important and strategic partnerships, we are expanding the impact of our work, finding creative ways to pursue our vision of a world where people and nature thrive together, and building long-term relationships with communities and community organizations, government agencies, and commercial businesses. We create partnerships to apply nature-based solutions to both climate change and the meeting of human needs while conserving natural resources at a new scale.

If you are interested in working to save the planet, want to work in a collaborative environment, and like a great benefits package, please submit your cover letter and resume for position number 48777 by 11:59 p.m. Eastern Time by July 12th, 2020.

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**Seed to Table Educator (AmeriCorps State) | Moab, UT**

**Deadline:** August 1, 2020

**Term of Service Dates:** August 1st 2020 - August 1st 2021

**Position Overview:** Under the direction of the Youth Programs Director, the Seed to Table Educator will collaborate with Youth Garden Project (YGP) staff, community partners, and Grand County High School to lead young adults in a variety of youth programs at YGP. We are looking for an individual who is flexible, collaborative, able to work independently, exhibits strong leadership, and is enthusiastic about using the garden and profound process of growing food to teach academic and life lessons to youth of all ages and backgrounds.

**Primary Duties and Responsibilities:** The Seed to Table Educator is responsible for the development, scheduling, leading, and assessment of youth program activities in the following areas:
Grand County High School Programs
• Collaborate with the Career and Technical Education (CTE) Director to partner and meet department agriculture education needs
• Design and implement possible internship experiences through the CTE Work-Based Learning program
• Build on and teach elective courses: Agriculture in Your Area and Greenhouse Management
• Work with SPED teacher(s) to create and facilitate lesson plans on a regular basis
• Act as liaison for any and all interested teachers to incorporate garden-based education with their curricula including, but not limited to: Foods & Nutrition, Food Sciences, Natural Resources, Plant & Soil Science, etc.

Seed Crew (Summer Youth Development & Job-Training Program for Young Adults)
• Improve and continue development of the overall structure of Seed Crew in its’ third year!
• Help recruit applicants, conduct interviews, and hire at least two Seed Crew members
• Co-train, manage, and mentor participants throughout the duration of the summer (9 weeks)

Nibble Garden & Sensory/Snack Garden Spaces
• Collaborate with YGP staff to amend garden rows & raised beds, direct sow or transplant, harvest, and generally maintain these production spaces; incorporating youth involvement as much as possible

Other Youth Program Duties
• Build relationships with the schools and teachers in addition to families of program attendees
• Help the Youth Programs Crew implement middle school programs as needed
• Develop & administer program evaluations and interpret data with Youth Programs Director
• Track numbers and compile other data for reporting & grant writing purposes

General YGP Responsibilities
• Assist with YGP community and fundraising events occasionally beyond normal work hours
• AmeriCorps members are expected to work 40 hours per week; all YGP staff are required to work some weekend and evening hours in order to participate in special events, fundraisers, and garden chores.

Benefits:
• End of service award ($6,196 education award)
• Annual stipend of: $14,279
• AmeriCorps members will be certified in CPR and First Aid; certification opportunity will be provided if applicant is not already certified

Desired Skills and Experience:
• Hands-on agricultural experience and general knowledge preferred
• Experience working directly with youth in school and/or school-garden settings, designing curriculum, and/or working in non-traditional education spaces
• Graduate of an accredited university or college
• Strengths in time management, prioritizing and delegating tasks, multi-tasking, general ability to work collaboratively in a fast paced work environment
• Advanced verbal and written communication skills with external and internal audiences across all populations
• Highly organized through prep and execution of programs including data collection, participation tracking, and evaluation
• Record of sound job performance and project management based on results
• Proficient with Microsoft Office Suite and G-Suite

HOW TO APPLY
• E-mail a brief cover letter and an attached resume with three professional references to Youth Programs Director, Julie Zender, at julie@youthgardenproject.org
• Applicants will also have to apply through the AmeriCorps State website upon hire
Speak up for the public interest

Attention Job Seekers: In light of the current COVID-19 pandemic, we want to assure you that U.S. PIRG is actively hiring for this position, and we welcome your applications.

Our mission is to advocate for the public interest—to speak out for a healthier, safer world in which we're freer to pursue our own individual well-being and the common good.

Whether it's working to stop the overuse of antibiotics in agriculture, addressing our country’s plastic waste crisis, or alerting people to threats in the marketplace, the problems we work on aren’t progressive or conservative. They’re just problems that our country shouldn’t tolerate any longer.

We have a 45-year track record of winning laws and policies that make a real difference in people's lives. Take clean air for example. Deaths from air pollution dropped nearly in half between 1990 and 2010. The laws and policies that we won to limit pollution from power plants, cars and other sources helped save tens of thousands of lives.

If you are ready to roll up your sleeves and win more results for the public, we’d love to hear from you.

What it means to be a fellow

You won’t just sit behind a desk. You’ll be out in the real world, working to protect consumers and enable citizens to lead healthier, safer, more secure lives. You’ll be recruiting new groups to join a coalition, speaking in a church basement or town hall to win a new endorsement, organizing a news event or rally, meeting with an editorial board, or doing whatever else it takes to get results. You’ll run a grassroots campaign office each summer during your fellowship where you’ll hire and manage a staff of 20 canvassers to raise money, build our organization and membership, and help win one of our key campaigns.

This is a one-year program, expressly designed to prepare future leaders with U.S. PIRG. We look for smarts, leadership experience, top-notch written and verbal skills, and an eagerness to learn. We value organizing experience, including building campus groups.

Compensation & benefits

The target annual compensation for this position is $28,000- $30,000 in the first year. U.S. PIRG offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement.

Locations & start dates

We’re currently hiring for positions in multiple locations across the country, including TX, CO, MD, WI, NJ, and OR. If you’re flexible, you can apply for multiple locations. We accept applications on a rolling basis. Positions start in August 2020. Visit jobs.uspirg.org to see our immediate openings. Please apply on our website.

One of our partners is hiring short term campaign staff to help register and get out the vote on Election Day. The Student PIRGs is hiring Organizers in over 16 states to help get out the youth vote. Learn more here at www.StudentPIRGs.org.

U.S. PIRG is part of The Public Interest Network, which operates and supports organizations committed to a shared vision of a better world and a strategic approach to getting things done.

Visit https://jobs.uspirg.org/core-values.html to learn more.

Right now, U.S PIRG is working to ensure that everyone who needs a COVID-19 test gets one. The pandemic has affected thousands of Americans, and killed dozens already, but doctors still can’t get tests for those that need it. Please take action by calling on the new testing chief to adopt a plan that will help ensure that everyone who needs a test gets a test: https://uspirg.webaction.org/p/dia/action4/common/public/?action_KEY=37037.

U.S. PIRG is an equal opportunity employer.

Please apply using our online application at: https://jobs.uspirg.org/apply_280.html?utm_source=idealist&utm_medium=web-ad&utm_campaign=USPspring2020&utm_term=280&utm_content=Wisconsin-Based-Policy-Fellowship
BECOME AN ENVIRONMENT AMERICA STATE FELLOW - Environment America’s mission is to transform our ideas and imaginations into change that makes our world a greener and healthier place.

**We build support for clean, renewable energy.** In just the past year, we helped convince California, New Mexico, Washington state and Maine to commit to 100 percent zero-carbon electricity.

**We campaign against pollution and climate change.** We’ve won $250 million in penalties and actions from ExxonMobil and other polluting companies, and programs to reduce carbon pollution, from Colorado to Massachusetts.

**We protect wildlife and wild places.** We won the nation’s first statewide bans on single-use plastic bags in California and single-use polystyrene foam in Maine.

We do what it takes to turn public opinion and political momentum toward a greener, healthier world. If that’s what you want to do, visit [jobs.EnvironmentAmerica.org](http://jobs.environmentamerica.org).

**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.

Check out this interview with one of our current fellows on ProFellow to learn a bit more about the job: [https://www.profellow.com/announcements/advocating-for-a-greener-world-the-environment-america-fellowship/](https://www.profellow.com/announcements/advocating-for-a-greener-world-the-environment-america-fellowship/)

**COMPENSATION & BENEFITS:** The target annual compensation for this position is $28,000-$30,000 in the first year. Environment America offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement.

**LOCATION:** We’re currently hiring for positions in multiple locations across the country, including NM, TX, CA, and CO. We accept applications on a rolling basis. Positions start in August 2020. Visit [jobs.EnvironmentAmerica.org](http://jobs.environmentamerica.org) to see our immediate openings.

Environment America is part of The Public Interest Network, which operates and supports organizations committed to a shared vision of a better world and a strategic approach to getting things done.

Visit [https://jobs.environmentamerica.org/core-values.html](https://jobs.environmentamerica.org/core-values.html) to learn more.

Right now, our partner U.S PIRG is working to ensure that everyone who needs a COVID-19 test gets one. The pandemic has affected thousands of Americans, and killed dozens already, but doctors still can’t get tests for those that need it. Please take action by calling on the new testing chief to adopt a plan that will help ensure that everyone who needs a test gets a test: [https://uspirg.webaction.org/p/dia/action4/common/public/?action_KEY=37037](https://uspirg.webaction.org/p/dia/action4/common/public/?action_KEY=37037)  *Environment America is an equal opportunity employer.*

**HOW TO APPLY:** Please apply on our website.

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**California Sea Grant Science Communication Fellowship 2020**

**Application Deadline:** October 31, 2019

The California Sea Grant College Program is soliciting applications for a 2020 Science Communication Fellow. The science communication fellowship provides a unique educational opportunity for an early career science communicator to gain hands-on experience in marine and coastal science communication. The fellow will be advised by science communications professionals with over 10 years of experience in the field, and have access to a national network of science communicators through the Sea Grant Communications Network.
This new fellowship opportunity is closely linked with the long-running California Sea Grant State Fellowship. The successful applicant will be placed at California Sea Grant’s office at the Scripps Institution of Oceanography, UC San Diego for a 12-month paid fellowship ($3,905 per month).

**Application deadline: October 31, 2019 11:59 PM PST**

**Fellowship Description**

This opportunity will provide the fellow with professional experience they need to launch a successful career in science communication. The fellow will learn skills and techniques specifically related to marine and coastal science communication, using a variety of modern communications tools. They will gain an understanding of and experience in science communication, the Sea Grant network, and research funding and administration. Potential experiences may include:

- Science writing of a variety of types for various audiences including the general public, resource managers, and policymakers;
- Producing visual, multimedia, video, web, or audio products to communicate research or topics relevant to California Sea Grant’s focus areas;
- Producing and publishing content for social media and analyzing engagement in order to adapt practices to changing trends;
- Writing or contributing to reports and other communications about California Sea Grant impacts and accomplishments for funding and agency audiences at national and state level;
- Collaborating with California Sea Grant extension specialists, funded researchers, and/or Sea Grant fellows to develop and distribute communication products.

**Eligibility**

Applications may be submitted by a graduate student close to completing a degree (Masters, Ph.D., or J.D) in a field related to science communication, journalism, or science, at a U.S. university. Graduate students who recently completed their degree with graduation date [i.e. date the degree was awarded by the university] after May 1, 2018 are also eligible to apply. Applicants should address their degree of interest and experience in science communication, and in issues of marine, environmental, and coastal science. Fellows must complete all degree requirements before starting the fellowship.

*Sea Grant is committed to increasing the diversity of the Sea Grant workforce and of the communities we serve. Sea Grant embraces individuals of all ages, races, ethnicities, national origins, gender identities, sexual orientations, disabilities, cultures, religions, citizenship types, marital statuses, job classifications, veteran status types, and income, and socioeconomic status types. Sea Grant is committed to building inclusive research, extension, communication, and education programs that serve people with unique backgrounds, circumstances, needs, perspectives and ways of thinking.*

**Stipend and Expenses**

The fellow will receive $46,860 in stipend for the twelve-month assignment ($3,905/month). Additional funds will be available for health insurance reimbursement ($3,120) and to cover fellowship related travel ($2,400). Additional travel associated with the fellowship may be covered by California Sea Grant at the program’s discretion.

**Length of Assignment**

The length of assignment is 12 months (non-renewable). The fellowship is planned to begin in early February 2020, though other schedules may be arranged.

**Application**

A complete application will include:

1. Resume/curriculum vitae (not to exceed two pages using 12-point font).
2. A personal education and career goal statement that emphasizes the applicant’s abilities and interest in science communication, and the applicant’s expectations of the career development experience (500 words or less).
3. One unedited writing sample, written by the applicant about a scientific topic for a general audience. (500 words or less)
4. One letter of professional recommendation from a faculty advisor or professional contact (supervisor, editor, etc) who is familiar with the applicant’s capabilities and potential in the area of science communication.
5. Copies of all undergraduate and graduate student transcripts. Unofficial copies will be accepted.
How to Submit an Application
The electronic files comprising your application must be submitted as PDFs using eSeaGrant, California Sea Grant’s online submission portal.

You will need to register for an account (click on the banner labeled “Register”) in eSeaGrant if you have not done so in the past year. You can change the randomly generated password once you log in successfully into the website. To apply for this fellowship, follow eSeaGrant instructions specific for this opportunity.

Please make sure to include your last name in the file names for each section of the proposal (e.g., Smith_statement.pdf or Smith_cv.pdf). When naming the document please do not use apostrophes. Once submitted through the website, PDFs may not be edited. To change a PDF, it must be deleted and resubmitted.

IMPORTANT: To maintain confidentiality, letters of recommendation may be submitted directly from the referee to California Sea Grant through eSeaGrant and must be submitted by the application deadline to be considered. Letters may also be emailed to sgproposal@ucsd.edu. Please address letters to Dr. Shauna Oh, Director, California Sea Grant. Late submissions may lead to the rejection of incomplete applications. Candidates are encouraged to work with referees to meet the deadline.

For electronic files larger than 6 MB, contact sgproposal@ucsd.edu to make other arrangements.

Only Acrobat documents (pdf) are accepted.

For technical issues with submitting your application through eSeaGrant please contact sgproposal@ucsd.edu or (858) 534-1160.

Application deadline: October 31, 2019, 11:59 PM PST

NOTE: the eSeaGrant proposal portal will close at the date and time stated above, and late applications (even 1 minute late) cannot be accepted. It is your responsibility to get materials submitted before the deadline.

Selection
Selection of the finalists is made by communications staff of the California Sea Grant College Program based upon review of written application materials and interviews (in person, Skype, or phone) of a subset of applicants. Selection criteria used by California Sea Grant include: academic ability, writing and communication skills, diversity and appropriateness of academic background and experience, career goals, additional qualifying experience, and support of referees.

Timeline
• October 31 (11:59 pm PDT): Applications due to the California Sea Grant office
• Nov 15-30 (approximate): Interviews for selection of finalists by California Sea Grant
• December 5 (approximate): Finalist is notified of selection
• February 2020: Fellowship begins

Contact
Katherine Leitzell
Communications Coordinator
kleitzell@ucsd.edu

Land Stewardship Coordinator | Woonasquatucket River Watershed Council, TerraCorps | Providence, RI

Job Type AmeriCorps
Salary Details Living allowance, education award, and additional AmeriCorps benefits
Deadline Jul 31, 2020
Required Experience 0 - 1 years
TerraCorps is an innovative national service program that prepares and mobilizes emerging leaders to help communities conserve and secure land for the health and well-being of people and nature. We do this by supporting AmeriCorps members who serve with nonprofit organizations across MA and RI to tackle issues around land access, sustainable agriculture, and conservation. This year we are looking for about 45 members to join the TerraCorps team!

**Land Stewardship Coordinators** (LSC) Build the long-term capacity of their Service Sites by creating networks of volunteers to support hands-on stewardship of community lands. They organize, train, and collaborate with municipal boards, neighborhood and civic associations, community members, youth groups, and schools to care for, improve access to, and support the long-term resiliency and sustainable use of community lands. By providing training and organizing collaborative land-focused projects, they increase resources for community projects, demonstrate environmentally responsible land management, help individuals build skills, and nurture an inclusive sense of public ownership in the local landscape. LSCs generally spend roughly 60% of their time in the office and 40% in the field.

**Woonasquatucket River Watershed Council** has proposed the following potential project for their Land Stewardship Coordinator:

- **“Talking NO Trash” Initiative Leader.** Coordinate Top Down and Bottom Up Initiative:
  - Collaborate with local and state partners to develop ordinance language and policies that help prevent littering and make proper trash disposal easy and free
  - Help develop and collaborate with a WRWC “Talking NO Trash” media team to create and implement high level and grass roots messaging aimed at changing behavior and creating community pride
  - Help the WRWC River Ranger Team on recruiting youth from neighborhoods surrounding the River and Greenway to participate in and lead litter-free initiatives in their own neighborhoods, including developing signage in both English and Spanish, visiting residents and local businesses to create buy-in and enthusiasm for the initiative and host community cleanup events where larger initiative messaging is reinforced

- **Expanding capacity for WRWC’s Woonasquatucket River Greenway (trail) based programs including:**
  - Building new and maintain additional recreational amenities
  - Collaborate with River Rangers on best methods to manage invasive species, planting native species and improving river and greenway wildlife habitats
  - Develop and lead public recreation programs such as walks, hikes, bikes and paddles

Members serve in full-time (38 hour/week), 11-month positions from August 31st, 2020- July 30th, 2021. These 1,700-hour AmeriCorps positions receive a living allowance and are eligible for an education award, and additional AmeriCorps benefits. Application specifics, position descriptions, and additional information about how to apply can be found [here](https://www.terracorps.org/apply).
We do what it takes to turn public opinion and political momentum toward a greener, healthier world. If that’s what you want to do, visit jobs.EnvironmentAmerica.org.

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.

Check out this interview with one of our current fellows on ProFellow to learn a bit more about the job: [https://www.profellow.com/announcements/advocating-for-a-greener-world-the-environment-america-fellowship/](https://www.profellow.com/announcements/advocating-for-a-greener-world-the-environment-america-fellowship/)

COMPENSATION & BENEFITS
The target annual compensation for this position is $28,000- $30,000 in the first year. Environment America offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement.

LOCATION
We’re currently hiring for positions in multiple locations across the country, including NM, TX, CA, and CO. We accept applications on a rolling basis. Positions start in August 2020. Visit jobs.EnvironmentAmerica.org to see our immediate openings.

HOW TO APPLY

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Environment America is an equal opportunity employer.

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**CALL FOR APPLICATION SUBMISSIONS FOR**

**PLANNING & LAW DIVISION DANIEL J. CURTIN, JR. FELLOWSHIP 2020-2021 ACADEMIC YEAR**

**PLEASE SEE ATTACHED APPLICATION FORMS IN MY EMAIL WITH CAREER NOTES, June 19, 2020**

Daniel J. Curtin: San Francisco native Daniel J. Curtin, Jr., a former member of the American Planning Association (“APA”); an expert on the California General Plan, planning law, and land use regulations; and retired partner and of counsel in the Walnut Creek office of Bingham McCutchen LLP, died in 2006. A well-known author, his long list of publications — frequently cited by the California Courts — includes *Curtin’s California Land Use and Planning Law*, a

The Program
The Planning and Law Division (“PLD”) of the APA serves those who seek to understand the diverse legal issues that affect the planning profession. The legal issues underlying the planning of our cities and communities are important and essential components in the education and training of those who would become professional planners and land use practitioners. The purpose of the PLD’s Daniel J. Curtin, Jr. Fellowship Program (“Fellowship Program”) is to foster increased interest in the study of land use planning and its interrelationship with the law at the advanced undergraduate, graduate, and law school levels. This will provide increased participation in the planning profession, and ultimately, greater service to communities across the nation. The Fellowship Program is open to third and fourth year undergraduate students, master’s degree students, and certain law students. One fellowship with a stipend of $2,500 is awarded per academic year. The stipend includes a $1,500 award and a $1,000 APA membership and Annual Conference stipend. The term of the fellowship is approximately ten months (the typical length of two semesters or three quarters), from mid-October to mid-August, and will include approximately 100 to 200 total hours of work. The fellow will conduct his/her fellowship duties remotely, i.e., from where he/she lives or attends school.

Fellowship Responsibilities & Benefits: If selected for an award by the PLD Fellowship Committee, the fellow’s responsibilities may include, but are not limited to, assisting with PLD membership recruitment and retention activities and creating web-based educational resources for membership. Fellowship benefits include contact with a network of nationally recognized leaders in the field; access to newsletters, webinars, educational sessions and online resources featuring current legal issues and trends relevant to planning; participation in planning and law networking events; and opportunities for leadership and volunteerism in the planning and law field.

Eligibility: Eligible applicants shall be students who intend to work as practicing planners or legal practitioners in the public or private sector and are:

- Citizens of the United States; and
- Students during the 2020-21 academic year who are:
  - Third or fourth year undergraduate students enrolled in a planning program accredited by the PAB (“Planning Accreditation Board”);
  - First or second year graduate students enrolled in a planning program accredited by the PAB; or
  - First or second year students enrolled in a three-year ABA-accredited law school program.**
  - First, second, or third year students enrolled in a four-year ABA-accredited law school program.**

**Law students entering their final year of law school may not apply due to conflicts between bar exam studies and the ability to complete the fellowship.

Application Requirements: Applicants for the Fellowship Program shall complete the attached application form and shall submit all of the following electronically, except for the official transcript:

- A personal and background statement written by the student, describing his/her interest in a career in planning and the law, and describing what impact the student wants to make in the planning and law field. The statement should be single-spaced, with one-inch margins and 12-point font, and no longer than 1,000 words.
- One letter of recommendation in support of the student’s application and career goals;
- Transcripts of current course of study: Students should include an unofficial transcript in the electronic application and have an official transcript sent under separate cover by mail. Second year law students should submit law school transcripts, second year planning students should submit planning school transcripts, and first year law or planning students should submit undergraduate transcripts. Students should request official transcripts with adequate time for receipt by the PLD Fellowship Program Administrator no later than September 15, 2020;
- Verification of student enrollment (for current students) or a copy of an acceptance letter from a PAB accredited graduate planning school or a law school (for incoming students);
- A resume of work experience and background; and
- The student’s signature on the application form.

Incomplete applications will not be reviewed by the PLD Fellowship Committee. To verify the status of your application, send a request to the PLD Fellowship Program Administrator.
Selection Criteria: The PLD Fellowship Committee, appointed by the PLD Chair, will review applications and determine the award winner. Applications will be judged using the following criteria, listed in order of importance:

- Commitment to planning and the law as reflected in personal statement and resume;
- Academic achievement and/or improvement;
- Letter of recommendation; and
- Professional presentation.

As part of the selection process and at the sole option of the PLD Fellowship Committee, the top five applicants may be required to participate in a virtual interview with members of the PLD Fellowship Committee. If required by the PLD Fellowship Committee, the applicant’s performance in the virtual interview will serve as an additional criterion for determination of the award.

The Award Process

- The PLD Fellowship Committee meets in September to review applications and to identify and award a fellowship recipient.
- An alternate is chosen in the event the selected recipient for a PLD fellowship is unable to return to school or if a student recipient fails to submit a written acceptance within the stated period after being notified of award.
- Award recipient is required to provide a written acceptance of the award to the PLD Chair within ten (10) days of receiving an award notification letter.
- The PLD Fellowship Program Administrator will announce the name of the award recipient by October 15, 2020.
- Upon receipt of these required materials, the first $500.00 of the award will be paid to the student by PLD. The next $500.00 of the award will be paid to the student at the beginning of the Spring 2021 semester (or at the midpoint of the Winter quarter, if the student is on the quarter system), contingent upon the student maintaining a satisfactory level of work in the Fellowship Program, as determined by the PLD Chair. The remaining balance of the award ($500.00) will be paid in the last month of the fellowship term, contingent upon
  (a) upon request, receipt by the PLD Chair of a written report from the school stating that the student is still enrolled, and
  (b) the student maintaining a satisfactory level of work in the Fellowship Program, as determined by the PLD Chair.
- It is the responsibility of the applicant/recipient to notify PLD of any change in address for any and all notices and student membership services.
- Staff will notify the appropriate APA Chapter President of fellowship recipient in their area. Chapters are encouraged to involve recipients in Chapter activities and provide mentoring.

Deadline: The application submittal deadline for the Fellowship Program is September 15, 2020. All application information must be received by the PLD Fellowship Program Administrator by that date. Applications must be submitted electronically in a single PDF file and emailed to the email address below. PDF files should be titled in accordance with the following example: “J DoeCurtinFellowApp2020.” Additionally, official transcript must be received by the PLD Fellowship Program Administrator by September 15, 2020 at the following address:

PLD Fellowship Program Administrator:

Cory Rutz
Otten Johnson Robinson Neff + Ragonetti, P.C.
950 17th Street, Suite 1600
Denver, CO 80202
Email: crutz@ottenjohnson.com

Incomplete applications will not be reviewed by the PLD Fellowship Committee.

PLEASE SEE ATTACHED APPLICATION FORMS IN MY EMAIL WITH CAREER NOTES from June 19, 2020
Development and Fundraising VISTA with the REC | Regional Environmental Council (REC) | Worcester, MA

Start Date: August 31, 2020 | Application Deadline August 5, 2020 | Salary VISTA is a stipend position making $542.22 every 2 weeks or $13,008 annually.

Make a difference with the REC. Help raise money to build our organization’s ability to support food justice, provide support for our COVID 19 efforts, and to provide opportunities for job growth, youth development in Worcester's lowest-income, most vulnerable communities. You can help create and develop an improved, sustainable, organization-wide fundraising plan.

Some of the opportunities includes:

− Develop new fundraising campaigns/events/solicitations built around our COVID 19 response.
− Create and propose two new fundraising campaigns/events for the REC to support our COVID 19 response.
− Work with event committee volunteers, board members, and staff to organize the events. You will also work to identify new sponsors to fund these events.
− Develop a “Giving Tuesday” COVID 19 fundraising plan. This includes writing appeals, developing lists of prospects to solicit, recruiting & training volunteers that will do the solicitations and evaluate results of the campaign.

The fundraising we do will support our current REC programs (youth development thru YouthGROW, the Farmers Market program, and our Community & School Gardens program.

− You will also continue to develop and build our major gift program by helping ID current and new gift prospects, foundations & government agencies. Working with a committee of the board you will also help us develop fundraising strategy for donor visits. Build upon current major gift work to develop a second tier of donors that will be assigned to management staff and board members.
− Help to write, package and submit at least 20 grant applications and up to 20 sponsorship requests during time of service.

Benefits
Living Allowance, Health Coverage*, Relocation Allowance, Childcare assistance if eligible, Training. VISTA member can choose to receive the Segal Award, worth approximately $6,000, or an end-of-service cash stipend, with approximately $1,800, at the end of their year-long service term. VISTA staff qualify for SNAP benefits.

*For details about AmeriCorps VISTA healthcare benefits, please visit http://www.vistacampus.gov/healthcare

Permits working at another job during off hours. Permits attendance at school during off hours. Can work from home and office as city, state and VISTA regulations allow due to COVID 19.

How to Apply Please send a resume and short cover letter to ajayi@recworcester.org. Candidates will also be asked to submit a full application to the AmeriCorps/VISTA website.

ajayi@recworcester.org
https://www.recworcester.org/nationalservice
Extension NECAFS Research Specialist | University of Vermont | Burlington, VT

NECAFS is a partner with VLS’ Center for Agriculture and Food Systems (CAFS)

The Northeast Center to Advance Food Safety (NECAFS) seeks a Research Specialist to coordinate and administer several activities of our regional Preventive Controls for Human Foods Workgroup and our national produce safety evaluation efforts. The position reports to NECAFS Assistant Director and works closely with the Director, workgroup members, staff from the Lead Regional Coordination Center, and regional NECAFS partners.

This is an exciting opportunity to help advance and continue to build the growing scope and project activities of NECAFS. Immediate priorities include researching, cataloging, assessing, and sharing through a framework to support small and very small processors the preventive controls for human food resources created by other universities and outreach partners; researching, collecting and posting preventive controls and produce safety material to the Food Safety Resource Clearinghouse; conduct short-term and long-term look back evaluations of attendees at both Preventive Controls for Human Food Qualified Individual and Produce Safety Grower Trainings across the northeast region to document behavior change; create and implement a social media plan for NECAFS; support in drafting NECAFS newsletter communications, and draft portions of NECAFS required annual reports.

We seek candidates with a background in food safety, evaluation and literature-based research. Candidates should be skilled at gathering and reviewing food safety related material for relevancy and accuracy for the intended audience. This position will be part of team where all members work remotely so should be skilled at communicating and coordinating with teleconferencing platforms and working remotely. We seek a good communicator and effective listener, somebody who is able to respond to the needs and ideas of NECAFS network partners in an evolving FSMA landscape.

Strong interpersonal skills and an energetic commitment to teamwork are essential.

Responsibilities:
- Conduct research and catalog developed materials on Preventive Controls for Human Food and Produce Safety
- Conduct short-term and long-term look back evaluations of producers and processors across the northeast
- Create and implement a social media plan
- Administer the development of success stories
- Support drafting annual reports, and other communication outputs
- Writing, editing, proofreading of educational materials

Minimum Qualifications:
- Bachelors of Science in a related field or equivalent
- 3 years of experience in a related position preferred
- Experience in food safety
- Experience with literature-based research in scientific disciplines
- Experience with evaluation
- Experience with adult education approaches
- Strong written and verbal communication skills

How to Apply
To apply, go to the UVM jobs board (https://www.uvmjobs.com) and search for posting number S2505PO. Applicants must submit cover letter and resume to be considered.

The University of Vermont is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other category legally protected by federal or state law.
The Healthy Roots Collaborative is seeking a 25-30 hour per week Coordinator to specialize in Farm and Food Business programs and projects. The Coordinator will provide assistance to farm and food businesses to advance northwest VT’s regional food system and will strategize with local and state partners to increase local food and fruit and vegetable consumption. The Coordinator will partner with other HRC staff on local food access and gleaning programs and will collaborate with the HRC partners and advisory committee.

The ideal candidate has education, knowledge and skills in farming, farm business and food systems. Experience in farm to school, supply chain facilitation and value-added production is a plus. This position requires effective written and verbal communication skills, the ability to work in a team environment and independently, and a strong customer service ethic. Regular meetings with farmers, buyers and producers and travel throughout Franklin and Grand Isle Counties is expected; a valid driver’s license and reliable transportation are required.

The Healthy Roots Collaborative is housed within the Northwest Regional Planning Commission (NRPC). NRPC offers an excellent benefit package and a flexible work environment with a dynamic and friendly staff. Starting pay range is $22-$27 per hour depending upon experience. NRPC is currently working in a fully remote environment but partial re-opening of the office will be planned as appropriate under the Governor’s state of emergency declaration.

For more details please see the job description. Send resume and three references to Catherine Dimitruk, Executive Director, Northwest Regional Planning Commission, 75 Fairfield Street, St. Albans, VT, 05478, or email cdimitruk@nrpcvt.com. Interviews will begin in mid-July. This position will remain open until filled.

Northwest Regional Planning Commission offers equal opportunity for all employees. NRPC will not discriminate in any term or condition of employment against any individual on the basis of race, color, religion, sex, sexual orientation, age, national origin, citizenship, ancestry, place of birth, marital status, disability, military or veteran status, gender identity, health coverage status, HIV status, genetic information, crime victim status, pregnancy or pregnancy-related condition or any other category protected under local, state or federal law.

Job Description
https://www.nrpcvt.com/employment

Research Associate | E4TheFuture | Framingham, MA

www.e4thefuture.org

Contact Info: Paula McNulty hr@e4thefuture.org 774-777-5121

E4TheFuture’s mission is to promote residential clean energy and sustainable resource solutions to advance climate protection and economic fairness by influencing federal, state and local policies, and by helping to build a resilient and vibrant energy efficiency and clean energy sector. If you are interested in becoming part of a dynamic team, we encourage you to apply for our open Research Associate position.

The Research Associate position will work directly with our Director of Valuation on a range of projects involving analysis and evaluation of energy efficiency and other energy resources. Please see the E4TheFuture website, www.e4thefuture.org, for our current project areas.

Job Duties/Responsibilities:
The Research Associate duties include, but are not limited to:
• Conduct research and analysis to support and populate database on valuation practices of distributed energy resources, including developing project plans for database improvement and potential expansion
• Support facilitation of stakeholder engagement and input on projects
• Help organize educational webinars and/or seminars
• Support project, outreach and communications via blogs and social media
• Support project management and project meetings using project planning tools
• Performing other duties as assigned

Qualifications:
Eligibility Requirements
An Undergraduate or Graduate degree from a variety of fields such as Economics, Engineering, Environmental Studies, Public Policy, and/or Political Science are preferred, along with some work experience. This is an entry level position and applicants must be eligible to work full-time in the United States.

A strong work ethic, commitment to excellence, with attention to detail are essential for this position. A successful candidate will be a strong team player who can contribute to collaborative projects by applying a range of skills including:

- Undergraduate or Graduate degree
- Strong analytic and research skills
- Strong written and oral communication
- Experience in computational and comparative analytics
- Innovative and critical thinker who identifies opportunities to achieve goals
- Organized self-starter, with the ability to multi-task and can work independently
- A strong work ethic, commitment to excellence and attention to detail
- Proficient in Microsoft Office, specifically Excel, Word, and PowerPoint.
- Knowledge of and experience with using Tableau platform a plus

Benefits:
Compensation and Benefits
This is a full-time position and has a competitive salary and benefits program.

How to Apply:
Please send resume, cover letter and short writing sample (one to two pages maximum) to: hr@e4thefuture.org

Contact Email: hr@e4thefuture.org

Outreach Program Coordinator | The Nature Conservancy | Shelter Island, NY
Job Type                                Permanent
Salary Details                          Competitive
Deadline                                Jul 15, 2020
Required Experience                     2 - 6 years

A Little About Us
Founded in 1951, the Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world’s toughest challenges so that nature and people can thrive together. We are tackling climate change, conserving lands, waters and oceans at unprecedented scale, providing food and water sustainably and helping make cities more sustainable. One of our core values is our commitment to diversity. Therefore, we strive for a globally diverse and culturally competent workforce. Working in 74 countries, including all 50 United States, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit www.nature.org or follow @nature_press on Twitter.

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

Your Position with TNC
The Outreach Program Coordinator is the public face of Mashomack Preserve, The Nature Conservancy’s 2,039-acre Flagship Preserve on Shelter Island, New York. The preserve welcomes 25,000 – 30,000 visitors each year with the Outreach Program Coordinator responsible for conveying TNC’s mission and programs to visitors and partner organizations. Working as part of a team, the Outreach Program Coordinator designs, leads, and promotes public programs and activities, including environmental education initiatives. In addition, this role oversees recruiting, training, and management of a multifaceted volunteer program and; participate in upkeep of preserve facilities and grounds.
Essential Functions
The Outreach Program Coordinator is critical to the success of Mashomack’s public-facing programs and community engagement. By helping create, promote, and carry out well-designed programs and visitor experiences, this position builds support for TNC’s conservation and policy work using the Preserve to convey local, regional and global conservation challenges and solutions. The Outreach Program Coordinator manages the daily operations of the Visitor Center and helping to maintain preserve areas frequented by the public. They oversee, train, and lead volunteers, maintain electronic databases and coordinate multiple projects simultaneously.

Responsibilities and Scope
- Create accessible, inclusive and welcoming experiences for all preserve visitors, volunteers, partners and the community
- Seek out and build lasting partnerships with individuals and communities underrepresented in science and conservation
- Work as part of a team to design and carry out environmental education initiatives and programs – tours, hikes, paddles, school programs and other events
- Coordinate/lead programs for diverse groups including the general public, conference groups, researchers, conservation partners, government officials, donors and volunteer leaders, visiting TNC staff and others
- Build public understanding of and support for the Conservancy’s initiatives
- Publicize events and programs, manage enrollment and other administrative responsibilities
- Manage volunteer program, including recruiting, training, scheduling and database
- Ensure professional Visitor Center operations by keeping buildings clean and orderly, maintaining displays and stocking and selling merchandise
- Maintain preserve areas frequented by the public including parking area, trails and open spaces
- Financial responsibilities, working within a budget, negotiating and contracting with vendors, assisting with budget development, handling cash and credit card payments
- May work under minimal and/or distant supervision; may make some independent decisions using analysis, experience and context
- Works a 5-day work week, including weekends
- May work in variable weather, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances

Minimum Qualifications
- BA/BS/AS/Technical or vocational degree and 1-year related experience working with community members or volunteers or similar field or equivalent combination of education and experience
- Experience operating various types of equipment and machinery
- Experience with common software applications (e.g.; Word, Excel, Web browsers)
- Must have a valid driver's license

DESIRED QUALIFICATIONS
- Multi-lingual skills and multi-cultural or cross-cultural experience appreciated
- Knowledge of conservation principles and best management practices
- Experience leading group activities in the outdoors
- Multi-lingual skills and multi-cultural or cross-cultural experience appreciated
- Some experience managing volunteers and entry level staff
- Ability to recognize plant and animal species
- Ability to complete tasks independently with respect to timeline(s)
- Communicating clearly via written, spoken and graphical means in English
- Appreciation of outdoor experiences and natural systems

HOW TO APPLY
https://careers.nature.org/psp/tnccareers/APPLICANT/APPL/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_SCHJOB&Action=U&FOCUS=Applicant&SiteId=1

To apply to position number 48795, submit resume (required) and cover letter separately using the upload buttons. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on July 15, 2020.

Click “submit” to apply for the position or “save for later” to create a draft application for future submission. Once submitted, applications cannot be revised or edited. Failure to complete required fields may result in your application being disqualified from consideration.
Program Coordinator | Friends of the North Fork of the Shenandoah River | Woodstock, VA

General Organization & Position Information:
Set in the extraordinarily beautiful and serene Shenandoah Valley, Friends of the North Fork is seeking an inspired environmental educator to take on the position of Program Coordinator (PC). As a watershed conservation organization, whose focus is on protecting the Shenandoah River’s North Fork, Friends has a multi-faceted approach to its mission. Education and Science Programming encompass two of those facets. To serve them both, the PC will maintain and/or update Friends’ current Education Programs and help refresh our Science Programs and projects. Having a many-years-long relationship with several of the area’s school systems, Friends’ PC will continue to collaborate so that student-centered Science Programs align with and complement our Education Programs whenever feasible.

An educator themselves, the PC will maintain a group of volunteer and contract educators to deliver programs to students of various grades and locations throughout the watershed. Emphasis will be on Education Programs in the first year as the new PC becomes established with the organization and community. Science Programs will be developed more in the second and subsequent years, and complimentary to our Educational Programs whenever possible.

Position Context
The Program Coordinator (PC) is a reframed, integrated position among the FNFSR staff. The PC works closely with the Executive Director (ED) and other FNFSR staff to maintain coordination and communication of program-based and overall efforts, progress, and direction. At the same time, the PC will conduct much of their work independently, and will be able to do so effectively. They will have the mutual support of FNFSR staff and the ED in this team-centered organization.

The PC will work with the ED and the Volunteer Coordinator (VC), so that the team can maintain a level of integration between Educational, Science, and Volunteer Programs – working together to achieve organizational and programmatic goals and outcomes. The PC will receive at least one performance review annually in January of each year. Weekly work schedules for the PC will be based largely on maintaining effective coordination with the FNFSR team effort, but will generally provide flexibility to accommodate other life obligations and commitments.

Major Responsibilities
Much of the range of responsibilities and opportunities of the PC are captured in, but not limited to, the following. Taken together, these should paint the picture that organizational teamwork is part of many weeks of the year:

- Works with the ED, staff, and Public School collaborators to continue, revitalize, and where helpful (especially with COVID-related adjustments) restructure on-going environmental and watershed Education Programs.
- Develops new environmental education lessons and programs attuned to watershed conservation, Chesapeake Bay ecology and conservation, and related topics.
- Recruits and maintains a cadre of volunteer and contract educators to administer Education Program lessons. Periodically administers Education Program lessons.
- Works with ED, Friends collaborators, and area school system associates to develop student-centered science-based programs, linked when possible to Friends educational Programs. Some may center on Citizen Science project designs.
- May help seek grant-based funding for FNFSR Education and Science Programs and general support through grant research and proposal writing (or writing assistance) consistent with program goals. May assist with grant reports and administration.
Coordinates or oversees the coordination each year of several Environmental Home Project Workshops and Science Workshops which focus on water quality (as public health restriction reasonably allow).

Attends staff meetings, provides regular updates to ED and staff on Education and Science Program schedules, as well as on needs for assistance.

May assist with maintaining effective Social Media outreach. The PC will periodically assist fellow staff and/or the ED with other event preparations (e.g., Fish Fry Fundraiser), assist or lead some event activities (e.g., Family Fun Day booth), and/or assist with various fundraising efforts (e.g., mailings).

Compensation
The Program Coordinator position is a 30-hour per week, part-time, year-round position in a dynamic work environment. Compensation will be $18-$23/hour, depending on experience and skills. Although additional traditional benefits are modest (some paid leave, holidays off, access to dental and vision plans), we strive to provide a flexible schedule.

Requirements of the Position
- A passion for education and learning; desire to make a positive impact on the environment and the community through education, and by providing experiences that build connections to the watershed and each other.
- Excellent skills in collaboration and communication (both written and verbal). A desire for, and comfort in, working with others.
- A creative streak for lesson planning, and an aptitude for taking a programmatic approach to managing projects.
- Strong organizing skills.
- Comfort in working in both hands-on and online formats for project development, coordination, planning, and delivery (when needed).
- Familiarity with rural/agricultural communities, and with natural resources concerns/practices/management are pluses.
- Familiarity and comfort in working with or within Public School systems, or similar, is a plus.
- Three to four years, or more experience working in environmental educational programs is preferred. Familiarity or experience with non-profit work is also a plus.

HOW TO APPLY
Send a cover letter, resumé, and three references to employment@fnfsr.org. Position open until filled. Applications are welcomed until such time as a candidate is selected and announced on our website: fnfsr.org. First interviews will begin the week of July 13, 2020.

Friends of the North Fork of the Shenandoah River, Inc. considers all candidates equally without regard to age, race, gender, religion, sexual orientation, national origin, disability or other non-merit factors.

Mississippi River Coordinator | National Caucus of Environmental Legislators (NCEL) | Washington, DC

Application Deadline: July 31, 2020

Salary: $45,000 - $55,000 - Employer Paid Health and Dental Insurance, 401k, Vacation, PTO

Position: Mississippi River Coordinator

Hours: Fulltime, 40 Hours/Week

Location: Based in Washington, D.C.

About the National Caucus of Environmental Legislators (NCEL)

NCEL is a 501(c)(3) nonprofit that empowers a nonpartisan network of state environmental leaders to protect, conserve, and improve the natural and human environment.

We believe that the key to advancing sound policy in the states is well-informed legislatures with strong champions who can advocate on behalf of the environment, develop shared strategies, and collaborate with their peers across the country on shared learning and action. NCEL does not lobby for the enactment or defeat of any state or federal legislation.
**Position Overview**

NCEL is currently seeking a program coordinator to lead NCEL’s state policy work on Mississippi River Health. Their primary policy focus will be on sustainable agricultural systems and practices that reduce nutrient loading, floodplain management and creation, and other policies to protect and restore the Mississippi River. Much of this work will take place by organizing and administering NCEL’s Mississippi River Legislative Caucus (MRLC).

This position will require about 25% travel when regular travel resumes. The ideal candidate will be an outgoing network-builder who enjoys outreach and collaboration. They will have a passion for policy advancement and be highly skilled at verbal and written communications. They will enjoy planning webinars, organizing strategy sessions, hosting in-person issue briefings, and collaborating with advocacy partners on shared environmental goals.

**Activities & Responsibilities**

**Outreach**
- Phone, email, and in-person outreach to state legislators to support policy work.
- Recruitment of state lawmakers to join the network.
- Curation and dissemination of issue-specific information sheets and email alerts.
- Facilitate information-sharing and coaching among MRLC members.
- Collaboration with key local, state, and national NGO partners.

**Policy Research**
- Track and analyze legislative trends and share updates with MRLC’s network and key allies.
- Develop materials including fact sheets and briefing books on specific issues.
- Development of website content including legislative spotlights and blog posts related to policy developments.

**Meetings and Events**
- Organize large events to convene legislators around Mississippi River issues.
- Work with partner organizations to plan local events such as in-state meetings or site tours related to program work.
- Conduct visits to state capitols during the legislative session to meet with legislators and host briefings.
- Follow-up with legislators after meetings and events and provide continued support.
- Represent NCEL at advocacy coalition meetings.

**Qualifications**
- A minimum of a Bachelor’s degree at an accredited college or university.
- At least two years of experience in policy or political organizing.
- Experience working with elected officials and/or on campaigns is preferred.
- Strong written and verbal communication skills.
- Excellent research skills and experience translating complex information into an engaging format.
- Working knowledge of policies related to agriculture and water quality.
- Must be skilled in Microsoft Office Suite products, Google applications, and basic database management.
- Ability to work independently and within a team setting is essential.
- Ability to work remotely and collaborate with colleagues in other states.
- Ability and willingness to travel to events across the country.

**Salary**

The salary for this position will be $45,000- $55,000, commensurate with experience. Includes health and dental insurance, retirement, and transit benefits.

NCEL is committed to hiring and retaining a diverse workforce and strongly encourages applications from groups that have been historically underrepresented, including but not limited to women and people of color. NCEL makes hiring decisions without regard to gender, race, color, religion, sex, sexual orientation,
national origin, age, veteran status, disability, or any other protected class. NCEL does not lobby for or against any state or federal legislation.

How to Apply
Please send a single PDF document with your resume, brief cover letter, and the names and contact information of three references to NCEL at info@ncel.net with the subject line “RIVER COORDINATOR 2020”. All communications will be treated confidentially. The deadline to apply is COB July 31, 2020. https://www.ncel.net/

Program Coordinator | Environmental Science Center | Burien, WA

Application Deadline: July 19, 2020
Salary: $31,200 - $31,200
The Program Coordinator’s primary responsibility involves coordinating the Environmental Science Center’s Salmon and Beach Heroes School Programs under the direct supervision of the Grants and Program Manager.

Salmon Heroes is a program for 4th-12th grade students about the salmon life cycle, anatomy, and habitat needs, ethnobotany, watershed health, and human impacts on salmon habitat.

Beach Heroes is a program for K-3rd grade students about the nearshore environment, adaptations and food web dynamics, and stewardship actions to protect the beach.

WHO WE ARE
Our team is small but mighty at the Environmental Science Center. We are a non-profit whose mission is to promote environmental stewardship and academic achievement through science-based education. We are dedicated to fostering a passion for the environment in our diverse community by getting people outside and using nature as our teacher. ESC prioritizes working with groups who historically have had less access to environmental science opportunities. We deliver hands-on programs at local beaches, forests, rivers and classrooms. Our programs increase science literacy, provide an opportunity for more diversity in STEM career fields, and increase healthy every day choices that affect the Puget Sound ecosystem and our community. We have a strong belief in our mission and are driven by the work we get to do.

WHO YOU ARE: You are passionate about the environment, have a strong interest in outdoor education, and a desire to increase access to these programs. You thrive working in a non-profit and with a small team. You are accountable, self-directed, flexible, adaptable, conscientious, and above all else, dependable. You don’t mind rolling up your sleeves and jumping in, wherever it’s needed.

WHAT YOU’LL BE DOING: As with every role, these are a sampling of the core job functions and there will be other duties assigned.

Salmon Heroes and Beach Heroes program-related duties:
- Coordinating with and scheduling teachers for in-school field studies
- Performing program follow-up, including the collection and analysis of pre- and post-assessments and teacher feedback forms
- Assisting the Grants and Program Manager in coordinating the training for teen Junior Naturalists to support ESC naturalists during field studies
- Assisting with naturalist hiring and training
- Scheduling naturalists for school programs
- Managing program supplies in concert with the Program Manager
- Assisting with the development of standards-correlated curriculum; revising existing curricula to incorporate assessment and teacher and naturalist feedback
- Dedicating some time to be in the field delivering school programs as a naturalist as well as some time observing naturalists in the field

Public program-related duties:
- Participating in public presentations and outreach events on occasion, including but not limited to Summer and Winter beach walks, summer fee for service, festivals, and beach clean-ups
- Scheduling naturalists for public programs
- Coordinating naturalists and assisting with some weekend events
WHAT YOU BRING TO THE TABLE
- Experience teaching children and adults in informal, outdoor settings.
- Exceptional organizational skills
- Excellent written and verbal communication skills; ability to communicate well with a wide variety of audiences and stakeholders
- Proficiency in Microsoft Office suite
- Ability to multitask and work independently in a rapid-paced work environment
- Knowledge of the topics covered in our school programs – Pacific NW salmon ecology and human impacts on watershed health; Salish Sea marine invertebrates and nearshore environment ecology.
- Willingness to work outdoors in all weather conditions
- Reliable transportation
- Must be able to pass a Washington State background check for working with youth

PREFERRED QUALIFICATIONS
- Experience coordinating school-based outreach programs
- Experience working with underserved communities
- Experience developing standards-correlated curricula
- Experience developing assessment instruments and/or processing assessment data

PHYSICAL DEMANDS AND WORKING CONDITIONS
Ability lift up to 30 pounds and to stand for several hours at a time is required. This position requires the ability to work on a flexible schedule. Additional hours are available if the successful candidate has suitable training as a naturalist to deliver in-school and/or out-of-school programs.

WORK LOCATIONS
At various sites throughout south King County including:
- Environmental Science Center at Seahurst Park
- Normandy Park Cove (1500 SW Shorebrook Drive, Normandy Park, WA 98166)
- Renton Community Center (1715 Southeast Maple Valley Renton, WA 98057)
- Mary Olson Farms (28728 Green River Rd, Kent, WA 98030)

HOW TO APPLY - Application Deadline July 19th
1. Submit Program Coordinator Application, application can also be found by going to our website: https://envsciencecenter.org/about/jobs/
2. Send Resume to Kelly@environmentalsciencecenter.org with subject line “Job Opening Program Coordinator”

We are an equal opportunity employer and value diversity.
All employment is decided on the basis of qualifications, merit and business need.

Benefits
WHAT WE OFFER TO YOU
- This position is a grant funded, one-year position for 30 hours per week
- Compensation is $20 per hour
- Opportunity work additional hours as an ESC naturalist
- Flexible schedule that you can build to work around your life – we only ask that this schedule is consistent and that you are in the office when you are scheduled. Weekend event work will be necessary on occasion.
- 60 hours of paid vacation
- Medical/Dental/Vision (after 90 days)
- The opportunity to work for a phenomenal organization who cares about their employees as much as they care about their mission
Position Summary
Based in Auburn, CA, Placer Land Trust (PLT) works with landowners and partners to protect natural and agricultural land in Placer County. PLT is seeking to hire a land management position to monitor and manage ~5,000 acres of land in Placer County. This includes property owned and managed by PLT, and property that is privately-owned but protected by conservation easement. The position may be filled at the level of Land Technician or Land Manager, depending on experience. About 40-50% of the job involves field work and outdoor physical labor—monitoring properties, managing land, and routine maintenance of gates, fences, signs, and trails. The remainder and majority of the job involves desk work—writing reports, responding to emails, attending meetings, maintaining files, mapping, and coordinating with people.

The position will work as part of the Lands Team and will be supervised by the Conservation Director. The position is full-time exempt, 40 hours per week. It will be based in Auburn, CA, but will require frequent travel throughout Placer County. A company shared truck is available for field work and travel, though the employee must have their own transportation to and from the Auburn office. Occasional evening and weekend work (less than once a month). Limited telecommuting may be arranged. See below for salary and benefits. Note: due to the coronavirus pandemic, currently all staff are working remotely from their homes.

People with diverse backgrounds and experience are strongly encouraged to apply.

Responsibilities (note: “assist with” or “lead” refers to Technician vs. Manager level)
- Serve as “Preserve Manager” for ~25 properties (“Preserves”) covering ~5,000 acres.
- Ensure protection of natural resources, wildlife habitat, and other values on the Preserves.
- Ensure legal and contractual obligations are met for each Preserve, including the terms of conservation easements. Address and resolve potential violations and other issues quickly.
- Monitor and inspect Preserves: trash, dumping, trespass, or other violations; condition of trails, fencing and other infrastructure; risks of wildfire/ fuel loads; and health of forests and wildlife habitat.
- Write annual monitoring and inspection reports.
- Maintain and repair fences and gates and install signs on Preserves.
- Maintain and help construct trails, including mowing, weed whacking, spraying, and chain sawing.
- Assist with or lead maintenance of field equipment and vehicles.
- Oversee and manage contractors and contract work, including fire management/fuel load reduction/ forestry work, mowing, fence installation, habitat restoration, biological surveys, and other contracts.
- Oversee and manage livestock grazing tenants and other land-lease tenants (e.g., beekeepers). Assist with or lead the writing of new grazing lease contracts and contract renewals.
- Coordinate regularly with staff, landowners, neighbors, volunteers, agencies, and the public.
- Maintain records related to property management, monitoring, and equipment.
- Be “on-call” evenings and weekends to respond to rare property-related emergencies.
- Assist with or lead habitat restoration projects, including forest and stream/ wetland projects.
- Assist with or lead creation of maps, including topographic, aerial, and other types of maps.
- Assist with or lead the writing of land management plans, baseline documentation reports, and grants.
- Assist with or lead occasional volunteer groups, public groups, and partner tours on PLT Preserves.
- Assist with recreation program planning, including guided hikes, events, and other activities.
- Attend trainings and webinars on best management practices and other key topics.
- Participate in staff meetings, retreats, fundraising activities, and other PLT events and activities.
- Contribute photos from the field for marketing purposes.

Required Skills & Qualifications
- Experience working on land – farms, ranches, parks, open space, or other.
- Commitment to ecological land conservation and land stewardship.
- Ability to operate field equipment – UTV, weed whacker, truck & trailer, sprayer, chainsaw, etc.
- Computer experience, including use of Microsoft Office (Word, Excel), email, and calendars.
- Ability to manage and complete multiple projects and tasks on time and within budget.
- Ability to coordinate people and groups (interns, consultants, contractors, and volunteers).
- Good communication skills (both speaking and writing).
- Self-directed, requiring little supervision. Proactively identify issues and suggest solutions.
• Team player with ability to work comfortably with different people of different backgrounds.
• Comfortable managing tense or difficult situations and people.
• Good physical condition; able and willing to work and hike in challenging conditions such as rough terrain or excessive heat, sometimes for long periods (full day / 5+ miles).
• Valid driver’s license.

Other Applicable Experience & Knowledge - NOT REQUIRED
• Knowledge of conservation/ natural community ecology, and application to land management.
• Experience in forestry and forest management, and/or grazing and rangeland management.
• Experience managing public lands and public trails.
• Experience writing contracts, land management plans, monitoring reports, grant applications, etc.
• Bachelor’s Degree in Ecology, Biology, Conservation, Environmental Science, Natural Resource Management, Rangeland Management, or similar field.
• Experience creating maps in ArcGIS or Google Earth. Experience with mobile mapping apps.
• Experience with project management software and/or database/ records software.
• Knowledge of plants and natural communities in Placer County.
• Experience collecting and/or reviewing biological field data and surveys.
• Knowledge of Placer County.

Salary & Benefits
The salary for this position will range from $45,000-$57,000, based on skills and experience. Benefits include health insurance; paid holidays, vacation, sick, and other leave; retirement program; and training.

The anticipated start date is early-mid September 2020; position will remain open until filled.

Placer Land Trust values and seeks a team with diverse experiences, backgrounds, perspectives, and skills, so that our work remains relevant today and for future generations. People with diverse backgrounds and who promote a culture of inclusion are encouraged to apply.

We are committed to equal employment opportunities for all applicants, and prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Learn more about us at www.placerlandtrust.org

HOW TO APPLY
To Apply: Send cover letter and resume to info@placerlandtrust.org with “Land Management Position” in subject line. Deadline - Jul 31, 2020. Please indicate if you prefer to be considered for Land Technician or Land Manager level, or no preference. All applications will be reviewed using blind screening.

FOOD PROJECT COMMUNICATIONS AND ORGANIZING COORDINATOR | Public Justice Foundation | Washington, DC

Application Deadline: August 15, 2020

Salary: $44,000 - $55,000 Commensurate with experience

Public Justice, a non-profit legal advocacy organization that pursues high impact lawsuits to combat social and economic injustice, protect the Earth’s sustainability, and challenge predatory corporate conduct and government abuses, is seeking to hire a Food Project Communications and Organizing Coordinator who is strong writer, has a deep interest in organizing, and who is excited to employ communications skills to further our basebuilding and advocacy work in our Food Project. The Public Justice Food Project is the only legal project in the country focused solely on dismantling industrial animal agriculture—particularly, the structures that enable the consolidation of corporate power and extractive practices in our food system—and supporting a vision of animal agriculture that is sustainable, humane, and owned by independent farmers. We believe we cannot make change alone, and that we must align ourselves with allies across movement sectors and combine litigation with basebuilding and narrative shift to create meaningful and lasting change.
The position reports directly to our Food Project Outreach Manager, is based in our Washington D.C. office, and is open immediately.

More about the position:
The Food Project Communications and Organizing Coordinator will contribute to the Food Project’s communications and basebuilding goals through content creation, management of day-to-day communications needs related to press as well as digital platforms, collaboration with the communications and development departments and external coalition partners, and logistical support for communications and basebuilding projects. A skilled communicator who’s curious about the intersectionality of our work would excel in this position, as we intend for our content to tell stories that challenge the dominant narrative about food, farming, and the environment. We want to hear your ideas about how to engage different audiences, and how to expand people’s understanding of issues surrounding food, farming, work, climate, racial inequity, and more. Candidates should be interested in people and building relationships, as the work of the Food Project depends on our ability to create lasting, trusting relationships with grassroots organizations whose members are directly impacted by industrial animal agriculture.

Key responsibilities:
- Work closely with the Food Project Outreach Manager to support communications and basebuilding plans for the Food Project.
- Coordinate with the Development and Communications departments to further the goals of the Food Project.
- Help develop communications strategies that support the values and advocacy goals of the Food Project.
- Create written and graphic content for the promotion of the Food Project as well as its cases and campaigns, including blog posts, emails, and social media.
- Provide day-to-day management of the Food Project’s social media.
- Support the press needs of the Food Project, including building press lists, drafting press releases, and pitching stories to journalists.
- Coordinate with external coalition partners for aligned campaigns or cross-promotion
- Provide logistical support for the Food Project’s organizing plans, including scheduling meetings, managing meeting notes and synthesis, and vendor management.
- Assist in the development, maintenance, and recruitment of Food Project member networks, the Food Project Attorney Network and Food Project Allies.

Qualifications:
- Exceptional writing skills and a strong interest in writing.
- Organizational skills and ability to juggle multiple projects simultaneously.
- Experience working with web content management systems and social media platforms.
- Experience in writing for advocacy and social media
- Vision, creativity, enthusiasm, and excellent interpersonal skills
- At least two years of responsibility for nonprofit, campaign, or advocacy-related communications.
- Ability to ask questions and seek out advice, as well as take the initiative to move projects forward when possible.
- Team-oriented with the ability to work well independently and remotely when necessary.
- Sensitivity to the needs and concerns of and the ability to work with individuals and groups from diverse cultures, backgrounds and orientations.
- A strong desire to build a movement to achieve a more just food system.
- Contributes to the creation of a diverse, equitable, and inclusive work community that encourages collaboration.

Benefits: Public Justice provides two weeks of paid vacation, two weeks of sick leave, and two personal days each year, all federal holidays, employer-paid health, dental and vision insurance premiums and a 401(k) plan.

How to Apply: Interested candidates should submit a
- Cover letter that conveys why you are drawn to Public Justice’s mission and what makes you a good fit for the Food Project and the position.
- Resume.
- Writing sample, which may include essay-style writing or web/social media content.
- Contact information for three references.

Your application should consist of two electronic files: (1) your cover letter, resume, and references in a single .pdf file; and (2) a writing sample in another .pdf file. The application deadline is August 15, 2020, at which point
applications will be reviewed on a rolling basis until the position is filled. Please submit both files to pjjobs@publicjustice.net. For more information, please visit our website at www.publicjustice.net.

Public Justice is an equal opportunity employer and values a diverse and progressive workplace. Women, people of color, LGBTQ applicants, people with disabilities and veterans are all strongly encouraged to apply.

Justice Reform Program Manager | The Leadership Conference on Civil and Human Rights/ The Leadership Conference Education Fund | Washington, DC

Application Deadline: July 31, 2020

Salary: This is a full-time position with a competitive salary and excellent benefits.

Salaries: This is a full-time position with a competitive salary and excellent benefits. This is a full-time position with a competitive salary and excellent benefits. This is a full-time position with a competitive salary and excellent benefits.

The Leadership Conference on Civil and Human Rights is a coalition charged by its diverse membership to promote and protect the rights of all persons in the United States. The Leadership Conference has coordinated national lobbying efforts on behalf of every major civil rights law since 1957. For more information on The Leadership Conference and its 200-plus member organizations, visit www.civilrights.org.

The Leadership Conference Education Fund builds public will for federal, state, and local policies that promote and protect the civil and human rights of all persons in the United States. The Education Fund’s campaigns inform, educate, empower and mobilize leaders and advocates around the country to push for progressive change in the United States.

The Leadership Conference on Civil and Human Rights and The Leadership Conference Education Fund seeks a Justice Reform Program Manager to help oversee our national effort to protect and defend civil and human rights by advocating for radically transforming the criminal legal system and divesting from mass incarceration and criminalization.

The Justice Reform Program Manager will help execute the programs strategic plan and work closely with our coalition and partners to advance policy solutions that

1) eliminate structural inequity, racism, and injustice at every stage of the criminal legal system;
2) focus of decarceration and rehabilitation; and
3) center the expertise and experiences of directly impacted individuals. The program also employs strategic communications and grassroots mobilization to educate and engage the public in our advocacy efforts. The ideal candidate will combine policy expertise and project management experience with strategic thinking, communications, and advocacy.

The program manager will have the opportunity to work with national and local staff of leading civil rights and justice reform advocacy organizations and will also share in the responsibility of representing the civil rights perspective on justice reform policy matters in diverse settings from Washington, D.C. policy meetings to community-based information sessions and webinars. The program manager will also be an integral member of our vibrant, ambitious, passionate and dedicated internal justice reform team and will collaborate with our communications and field staff to maximize our potential to advance policy solutions to transform the criminal legal system. Some administrative responsibilities related to the justice reform project are required and this job requires some travel.

Management Responsibilities: This position does not manage any direct reports.

Reports to: The Program Manager reports to the Director, Justice Reform Program and is based in Washington, D.C.

Duties and Responsibilities

- Work with staff from various departments, including policy, communications, and field, to create and disseminate materials on civil rights issues as it relates to the justice system, including fact sheets for the coalition and Hill staff, backgrounder, advocacy materials and resources for coalition partners, policy briefs, memos, and letters to Congress and other policy makers.
- Read and analyze relevant federal and some state legislation and administrative policies on justice reform issues.
- Assists in the development, coordination, and maintenance of effective technical support for coalition members and partners, state partners, and others, including providing information on the legislative process, justice reform policy issues, overall messaging, and specific coalition activities.
- Coordinate with coalition partners and allies to inform and disseminate key strategic messages as well as identify gaps in existing messaging and resources.
• Coordinate briefings in D.C. and across the country to discuss the importance of transforming the criminal legal system.
• Actively develop strong relationships with the Justice Reform Team, Justice Reform Task Force members and partners, and other coalition partners to expand the coalition’s reach of influence.
• Serve as the staff representative for the Campaigns and Programs Department at relevant Leadership Conference task force meetings, legislative hearings, coalition meetings, conference calls, meetings with agency and legislative staff, and other events, networks, conferences, and meetings.
• Support the daily management of the justice reform program priorities, including helping oversee the program’s infrastructure, including assisting the Director to ensure compliance with grant deliverables and other administrative tasks to document, measure, and quantify our impact.
• Draft and seek input on agendas for critical meetings and briefings with staff, coalition partners.
• Fluently communicate the program’s goals, and identify opportunities for projects that help the team meet these goals.
• Other duties, as needed.

Skills and Qualifications
• Bachelor’s degree required. Advanced degree in policy, law, or a related field a plus. In lieu of a Bachelor’s degree, the applicant must have minimum of five years’ experience in criminal justice advocacy, policy, law, coalition building, and project management.
• A minimum of three years’ experience in criminal justice advocacy, policy, or law; excellent research and writing skills; and proficiency in Microsoft Office programs are required. Experience in coalitions and/or in community organizing are both highly valued.
• Demonstrated commitment to civil and human rights for all persons in the United States.
• Excellent written and oral communication skills.
• Proven ability to build and maintain relationships with diverse audiences, including high-level policy makers, coalition members, and colleagues.
• Strong project management skills and demonstrated ability to carry through projects from conception to completion.
• A team player with experience and ability to problem solve, work with urgent deadlines, exercise discretion, and prioritize and manage multiple complex projects.
• Demonstrates curiosity and initiative, as well as attention to detail and accuracy.
• Familiarity with and knowledge of the criminal legal system required.
• Proficiency with researching, analyzing, and communicating about federal and state policy through the lens of the justice programs priorities.
• Experience managing coalition meetings, briefings and high-level meetings.
• Proficiency in Microsoft Office.

Salary and Benefits: This is a full-time position with a competitive salary and excellent benefits.

To Apply: E-mail resume, cover letter detailing your fit with the position’s responsibilities, and salary requirements to: personnel@civilrights.org with Justice Reform Program Manager in the subject line. Only applications submitted by email will be considered. We are looking to fill this position immediately. Applications will be accepted on a rolling basis.

*The Leadership Conference and The Education Fund provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual expression and identity, veteran status, national origin, age or disability.*

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Public Outreach Specialist | Choctawhatchee Bay Estuary Program/ Okaloosa BCC | Okaloosa County, FL

**GENERAL STATEMENT OF JOB:** Supports the education and outreach activities of the Choctawhatchee Bay Estuary Program (CBEP).

**SPECIFIC DUTIES AND RESPONSIBILITIES**

**ESSENTIAL JOB FUNCTIONS**

- Plans, organizes and implements creative programs and projects that engage and educate partners and/or the public in improving the environmental quality of the estuary.
• Assists the Director in securing sustainable funding for the program, forecasting and preparing CBEP budgets; monitors budget for adherence to established goals and objectives.
• Develops and implements the stakeholder and public outreach strategy and activities for the CBEP to include social media, online and in-person interactions with stakeholders, media, program officials and government agencies.
• Outlines the strategic messaging opportunities and goals for the CBEP operations.
• Works with Director, Policy Board, and key committee stakeholders to develop and implement a comprehensive and cohesive Strategic Communications Policy and Plan for public outreach.
• Uses federal and state (Florida and Alabama) guidelines to develop policy framework for public and working level communications.
• Conducts and coordinates public outreach and education functions for the CBEP (i.e., public events, fundraisers, liaison between program officials and the media, conferences, workshops and speaking engagements).
• Communicates with various stakeholders, contractors and other external parties to schedule and coordinate special projects, outreach activities, workgroup meetings or to resolve potential issues.
• Develops and distributes fact sheets, info-graphics, press releases, public notices, newsletters, meeting agendas, visual presentations and other forms of communication.
• Collects data, develops, maintains, reviews and presents various reports, visual presentations, files and calendars.
• Develops and maintains database with contact information; maintains key relationships and works closely with media, stakeholders, staff and counterpart agencies.
• Performs administrative functions as required; prepares correspondence, press releases, executive summaries, meeting minutes and other written materials on behalf of the Executive Director; ensures accuracy and quality of work.
• Maintains website standards (i.e. design, content, layout, appropriateness, typography and appearance).
• Photographs events for CBEP publications.
• Engages stakeholders and the public through Social Media; manages a CBEP Facebook page and twitter account, as well as interfaces with outreach specialists of counterpart programs to share information.
• Maintains membership in relevant professional associations.
• Attends conferences, webinars, workshops, formal meetings, public events or seminars.
• Coordinates activity and cost accounting tracking processes and procedures with Office of Management and Budget.
• Writes comments/speeches; creates and makes presentations for the CBEP, to the Management Conference, CBEP Committees, as well as to regional organizations and elected bodies.
• Represents the CBEP in meetings and conferences with private organizations, government entities, counterpart agencies and committees.
• Responds to inquiries and concerns of the public, stakeholders, organizations and agencies.
• Ensures uniform application of the guidelines provided in the RESTORE Act, federal rules, community needs, desires and other relevant factors, including the best available science for natural resource protection or restoration projects or activities.
• Must be able to meet work schedule and attendance standards.
• Performs related duties as required.

MINIMUM TRAINING AND EXPERIENCE
Bachelor’s degree in Business Administration, Communications, Public Administration, or closely related field; supplemented by a minimum of two (2) years relevant work experience in public engagement or public relations; or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Public relations experience with a state or local government is preferred. Must possess exceptional verbal and written communication skills. Requires a minimum typing speed of 35 wpm. Experience using Microsoft Office and Internet Explorer is preferred. Working knowledge of Adobe Creative Suite is preferred. Basic knowledge of HTML coding and Hootsuite is preferred. Must be computer literate. Requires a valid driver license.

HOW TO APPLY: https://agency.governmentjobs.com/okaloosa/default.cfm
Part-time **Outdoor Programs and Communications Specialist** | Friends of the Columbia Gorge | **Portland or Hood River, OR**

**SUMMARY OF POSITION**

Building a large and diverse cross section of public support across the Pacific Northwest is critical to sustaining Friends’ efforts to preserve the Columbia Gorge for future generations. Friends’ Public Engagement team works to develop innovative and creative strategies and accompanying tools and tactics to effectively educate and engage the public in efforts to protect, preserve, and steward the Columbia Gorge. Friends’ outdoors activities (hikes, art walks, bike rides, etc.) programs and quarterly newsletter (estimated circulation: 7,000) are vital tools in building a coalition of enthusiastic Gorge stewards.

The Outdoor Programs & Communications Specialist works with Friends’ communication director—in cooperation with colleagues across Friends’ teams—to manage Friends outdoor activities and programs; edit and coordinate production of Friends quarterly newsletter, publications, and graphics; and develop effective strategies, tools, and techniques to educate the public on responsible recreation and everyday stewardship of the Columbia Gorge.

**ACTIVITIES**

**Guided Hiking & Outdoor Engagement Programs**

- Manage Guided Hiking and Outdoor Activities programs—including creating seasonal hiking schedules and ensuring programs are educational, efficient, inclusive, and safe.
- Recruit, train, and manage a diverse and strong corps of volunteer hike leaders and shepherds.
- Work with Friends partners, volunteers, and colleagues to develop inclusive and educational outdoor programming that engages Gorge county residents; youth, young adults, and families; and members from communities of color, the LGBTQ+ community, and other historically marginalized groups around the Pacific Northwest.
- Responsible for guided hike logistical, legal, and safety requirements. Analyze and evaluate the impact, reach, and effectiveness of outdoor programs.
- Collaborate with Friends conservation, land trust, and philanthropy teams to develop a robust hiking and outdoor programs schedule that helps to increase overall member and public support for efforts to protect, preserve, and steward the Columbia River Gorge for future generations.

**Strategic Communications**

- Manage production of print quarterly newsletter, annual report, and other key print communications to ensure products are produced on brand, on schedule, on budget, and of high quality.
- Work with communications director and external designers—in partnership with Friends’ conservation, land trust, and philanthropy teams—to develop engaging art, graphics, and data visualizations for Friends print and digital storytelling efforts.
- Edit (for grammar, voice, and style) and develop engaging print and digital storytelling content (e.g. newsletter articles, web features/blogs, social media posts, etc.) on the importance of protecting, preserving, and stewarding the Columbia River Gorge.
- Work with communications director to identify opportunities to advance Friends’ public engagement efforts through creative (written and visual) storytelling utilizing print, web, and social communication channels.

**Special Projects**

- Devise creative strategies to promote responsible recreation principles; assist on youth education efforts; and help support ongoing efforts and events to recruit and engage Friends’ members, volunteers, and partners.
- Manage special communications and engagement projects; conduct research on issues and initiatives; and collaborate with colleagues to help advance Friends’ public engagement initiatives through social media, advertising, public events, and other communication channels, as needed.
- Assist communications director in support of Friends’ diversity, equity, and inclusion initiatives.

**REQUIRED QUALIFICATIONS**

- 2–4 years working or demonstrated experience in planning and managing effective hiking, outdoor education, and/or conservation field-based public engagement programs that involve a variety of people and partners (regional knowledge of trails, outdoor venues, and resources in the Columbia River Gorge National Scenic Area highly desirable.)
- Strong written and oral communication skills—including editing, newsletter and collateral production, web content development, and basic photo and graphic design.
• Previous experience (1-2 years) in volunteer recruitment and management—including experience working effectively with a wide-range of people from diverse backgrounds and lived experiences.
• Bachelor’s degree (or equivalent experience) in education, community development, conservation, communications, or other relevant field.
• Demonstrated problem solving and program evaluation experience.
• Valid, insurable driver’s license.
• Able to work, or be on call, some non-standard hours, including evenings and weekends.

PREFERRED QUALIFICATIONS
• Experience with Adobe Creative Cloud, Salesforce, and MailChimp or other targeted email system software.
• Certification in first aid, CPR, or wilderness first aid and knowledge of ecology, outdoor education, and Pacific Northwest conservation useful.
• Multilingual and previous experience working with communities of color, immigrant populations, LBGTQ+ communities, and youth organizations.
• Commitment to the protection, preservation, and stewardship of the Columbia River Gorge National Scenic Area.

COMPENSATION & BENEFITS
Salary range is $18 - $20 hourly, commensurate with experience and education. 30 hours per week, nonexempt, and reports to the Communications Director. Excellent benefits include generous vacation time and holidays, generous health insurance for employee and dependents along with an employer matched retirement plan.

EEO POLICY
Friends is an equal opportunity employer and does not unlawfully discriminate on the basis of race, religion, gender, age, disability, national origin, sexual orientation, veteran status or any other protected status in accordance with local, state and federal law.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoffs, recalls, leaves of absence, compensation and training.

WORKING ENVIRONMENT
This position requires sitting or standing at a desk, using a computer, talking on the phone, driving, hiking, and participating in outdoor activities. The ability to lift up to 30 pounds, work in various outdoor environmental conditions, and respond appropriately to situations requiring first aid.

ADA STATEMENT
Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.

HOW TO APPLY
Please send cover letter, resume, and writing sample of less than 1,000 words to jobs@gorgefriends.org with Outdoor Programs & Communications Specialist in the subject line no later than Monday July 27, 2020.

Research Specialist | Harvard Law School | Cambridge, MA

Harvard University Research Specialist, Harvard Law School, 52192BR

Job Summary: Imagine if lawyers, judges, and decision makers used rigorous evidence to design and run the U.S. justice system.

They could:
• enable far more people, especially those who can’t afford to hire lawyers, to access civil justice;
• make the criminal justice system fairer and more efficient; and
• promote the dignity and respect of individuals and families as they encounter the justice system.

The Access to Justice Lab creates and shares the rigorous evidence needed to make these transformations happen.

Job Code: 403109 Research Assistant I Non-Lab

Job-Specific Responsibilities: The Research Specialist will coordinate, administer, organize, facilitate, and support research of the Access to Justice (A2J) Lab, particularly 2-3 projects already in the field. Maintain contact with study participants, manage survey operations, organize mass mailings, code data for ongoing projects. In conjunction with the A2J Lab’s Administrative Director, organize work of student temps. Construct and stick to schedules of operations
for ongoing projects. Research and draft memoranda supporting the A2J Lab's field operations. Perform other duties as assigned.

**Basic Qualifications**
College background or equivalent experience and at least one year related work experience (relevant course work may count towards experience).

**Additional Qualifications**
- Demonstrated knowledge of research populations and/or techniques helpful, but not required.
- Knowledge of basic research methods and statistical techniques preferred.
- Prior experience in project management and organization, preferably with access to justice, with a strong preference for prior work with multiple court systems that involved interfacing with both court administrators and potential court users.
- Strong organizational skills.
- Strong writing skills.
- Strong cooperation skills and motivation.
- Strong communication and interpersonal skills, particularly when working with individuals unfamiliar with the court system.
- Basic computer skills, including Microsoft Office suite.

**Job Function:** Research

**Time Status:** Full-time

**Union:** 55 - Hvd Union Cler & Tech Workers

**Salary Grade:** 052

**Appointment End Date:** 30-Jun-2021

**Pre-Employment Screening:** Credit, Criminal, Identity

**Schedule:** 35 hours per week; Monday through Friday - 9am to 5pm

**EEO Statement:** We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

**How to Apply:** [https://www.click2apply.net/wyyObmiOyeWytdMLCgGnl](https://www.click2apply.net/wyyObmiOyeWytdMLCgGnl)

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The Bi-National Project on Family Violence Coordinator will work closely with the Project Attorneys and will be responsible for a wide array of activities related to the project. The primary duties of the Coordinator will include:

1. Work with TRLA’s Bi-National Project staff to coordinate efforts to represent domestic violence survivors whose cases are adversely impacted by cross-border transactions, such as removal of their children from the jurisdiction of their countries of residence, threats to abduct their children, and recognition and enforcement of foreign custody orders;
2. Become familiar with the legal remedies available to battered women and assist Project attorneys in pursuing those remedies on behalf of Project clients. Establish relationships with lawyers and other professional communities on both sides of the border to assist clients and develop support for the project;
3. Conduct follow-up of assigned cases, including investigating facts and researching law;
4. Prepare legal documents;
5. Translate documents;
6. Support and coordinate the involvement and efforts of project partners, including Mexican co-counsel, shelter organizations, community leaders, and funding resources;
7. Generate financial support for legal services delivery systems on both sides of the border through grant writing;
8. Help organize conferences and trainings for project partners.

Qualifications:
• College degree in a relevant field;
• Good writing and oral communication skills;
• Fluent in Spanish and English;
• Good interpersonal skills;
• Experience in working with victims of domestic violence or knowledge of family violence issues preferred;
• Computer skills, e.g., spreadsheets, PowerPoint
• Ability to travel throughout program service area and into Mexico;
• Self-starter with ability to work independently.

Benefits: 401k, health and dental insurance, PTO

Level of Language Proficiency: Fluent in Spanish and English;

How to Apply Please complete online application: https://trla.wufoo.com/forms/p1pl30tx110myq5/
https://www.trla.org/

Office Manager – 48824 | The Nature Conservancy | Albany, NY

YOUR POSITION WITH TNC
The Albany Office Manager is responsible for a variety of administrative and operations activities which support the strategic goals and ensure the organizational effectiveness, efficiency and smooth function of the Albany office, New York state conservation teams and functional departments. Responsibilities include all aspects of office management, supporting finance and information systems functions and assisting with office space and fleet vehicle management.

ESSENTIAL FUNCTIONS
The Albany Office Manager is responsible for the day-to-day central office functions, coordinating activities with multiple variables and managing timelines to meet deadlines. They will perform some Finance, Human Resource and Information Systems administrative tasks and will coordinate and assist with facilities management for the Albany and Highland offices. The Office Manager makes decisions within the scope of work assignments and prioritizes work independently and collaborates works with other staff to provide services in support of TNC’s projects and programs. Duties may include:
• Front desk- act as the face of the Albany office, interacting with staff, members, visitors, donors, service providers and trustees, answer phones and mailroom operations (pick-up, delivery & distribution)
• Office management- purchase office supplies and equipment, maintain office equipment, negotiate and manage lease and maintenance agreements for office and vehicles, negotiate with vendors, coordinate meeting space usage and provide meeting equipment set-up assistance, records retention management.
• Facility and office space responsibilities- Liaison with Albany Pine Bush and Highland office building managers regarding office management/maintenance issues and manage communications to TNC staff; collaborate with the TNC Land Steward to monitor, schedule, and coordinate office maintenance and repairs; manage common areas to keep in orderly, presentable condition;
• Finance administrative tasks- cash receipting, petty cash management, preparing and processing expense reports and invoices, assisting with budget development and monitoring expenditures.
• Accounts payable and operations coordinator for assigned conservation and functional teams
• Human Resource administrative tasks- time card coordinator and new employee orientation/on-boarding
• Information Systems (IS) administrative tasks- under the direction of the Information Systems Manager (TiSOM), act as the Albany office IS “Key User” to perform software, hardware and network trouble-shooting;
• Vehicle fleet administrative tasks- schedule maintenance, repairs and inspections, submit mileage logs and manage calendar reservations;
• Volunteer Program administration, including fielding volunteer opportunity inquiries, volunteer recruitment orientation/training and coordination of volunteer activities.

RESPONSIBILITIES AND SCOPE
• Perform duties under general supervision and established guidelines;
• Make day-to-day decisions within the scope of work assignments and prioritize work independently;
• Work as part of a team to identify solutions and solve problems to ensure a smoothly functioning office;
• Demonstrate sensitivity in handling confidential information;
• Financial responsibility may include purchasing, processing invoices, contracting with vendors, and assisting with budget tracking
• Does not supervise any staff, but may supervise volunteers, interns, or vendors;
• Office/Information technology “Key User”
• Serve as a team member for assigned projects;
• Willingness to travel, work overtime, and work evenings and weekends on a limited basis; and
• Work environment may involve minor physical exertion and/or strain.

MINIMUM QUALIFICATIONS
• Bachelor’s degree and 1 year experience or equivalent combination;
• Experience in business writing, editing, and proofreading;
• Experience using MS Office programs and Windows operating environment
• Experience organizing time and managing diverse activities to meet deadlines;
• Experience performing a variety of administrative processes; and
• Experience working and communicating with a wide range of people.

DESIRED QUALIFICATIONS
• Competency with common electronic business communications tools/technology;
• Multi-lingual skills and multi-cultural or cross-cultural experiences are appreciated;
• Flexible and experienced managing diverse activities to meet deadlines;
• Strong time management, organizational and administrative skills and attention to detail.
• Familiar with buildings and grounds maintenance practices;
• Excellent customer service skills and focus;
• Experience with MS Office software, Windows and Macintosh environments;
• Some college or higher education; and
• Strong organizational skills, attention to detail and common-sense approach.

HOW TO APPLY
To apply to position number 48824, submit resume (required) and cover letter separately using the upload buttons. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on August 2nd, 2020.

Click “submit” to apply for the position or “save for later” to create a draft application for future submission. Once submitted, applications cannot be revised or edited. Failure to complete required fields may result in your application being disqualified from consideration.

If you experience technical issues, please refer to our applicant user guide or contact applyhelp@tnc.org.

The Nature Conservancy is an Equal Opportunity Employer

Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs and culture. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military, protected veteran status or other status protected by law.

The successful applicant must meet the requirements of The Nature Conservancy’s background screening process.

Development Coordinator | The Nature Conservancy | New York, NY

The Development Coordinator works on a variety of fundraising activities in support of approved tactics and provides administrative and/or program support for a busy and high-performing Development team in NY. The Development Coordinator will report to the Deputy Director for Individual Giving.

ESSENTIAL FUNCTIONS
The Development Coordinator may be responsible various activities, including drafting correspondence, assisting donors with asset transfer, planning logistics of meetings, and assisting with the planning and execution of special events for prospects and donors. They may provide program information to prospects and donors, assist with writing development publications and proposals, and donor research. The Coordinator will use the fundraising management system (BBCRM) to produce reports, perform analysis and research, and track prospects and donors. They will apply
established processes and practices in order to improve effectiveness. The Coordinator may have substantial contact with staff, donors, legal and financial professionals. They will provide other staff with information they need to make decisions and solve problems. They will perform administrative functions as required.

RESPONSIBILITIES AND SCOPE

• Does not supervise any staff, but may supervise volunteers, interns, or temporary staff.
• Duties are performed under general supervision and established guidelines.
• Financial responsibility may include working within a budget, purchasing, processing invoices, contracting with vendors, and assisting with budget tracking.
• Refers difficult questions and unusual problems to supervisor.
• Serve as a team member for assigned projects.
• Work environment involves only infrequent exposure to disagreeable elements and minor physical exertion and/or strain.
• Work overtime as needed.

MINIMUM QUALIFICATIONS

• Bachelor’s degree and 1-year experience or equivalent combination.
• Experience in business writing, editing, and proofreading.
• Experience managing diverse activities to meet deadlines.
• Experience working and communicating with a wide range of people.
• Experience working with databases and with social media platforms.

DESIRED QUALIFICATIONS

• Multi-lingual skills and multi-cultural or cross-cultural experience appreciated.
• Ability to analyze information for the purpose of preparing reports, coordinating efforts and solving problems.
• Ability to apply research skills.
• Ability to write and edit written materials for use with donor solicitations, member communications, and special events.
• Experience, coursework, or other training in fundraising principles & practices.
• Experience working with databases, including managing and tracking data.
• Strong organizational skills and attention to detail.

HOW TO APPLY

To apply to position number 48787, submit resume (required) and cover letter separately using the upload buttons. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on July 17, 2020.

Click “submit” to apply for the position or “save for later” to create a draft application for future submission. Once submitted, applications cannot be revised or edited. Failure to complete required fields may result in your application being disqualified from consideration.

If you experience technical issues, please refer to our applicant user guide or contact applyhelp@tnc.org.

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The successful applicant must meet the requirements of The Nature Conservancy’s background screening process.

Public Access Program Coordinator | The Nature Conservancy | Providence, RI

Public Access Program Coordinator works at the Rhode Island Department of Environmental Management in the office of Planning and Development and provides administrative, research, land acquisition, project management and other general assistance to program staff working toward the achievement of protection, conservation, recreation and restoration goals of The Nature Conservancy and the RI Department of Environmental Management.
ESSENTIAL FUNCTIONS
The Public Access Program Coordinator assists with real estate and engineering functions focused on Land Conservation, Public Access and Habitat Restoration, Land Control and Public Access, Engineering Design and Construction Management. This position will perform routine and complex administrative tasks to assist program staff with the following: landowner contact, interactions with and presentations to various governmental and non-governmental boards and committees, contracting of professional services; track and monitor contracts to ensure that all deliverables in the scope are met; database tracking of project status and funding; assist in grant preparation and management; drafting of contracts and agreements; preparation and tracking of permit applications; preparing meeting agendas and taking minutes; may include coordination of related conservation planning efforts.

RESPONSIBILITIES AND SCOPE
- Supervises no staff but may oversee and direct work of office volunteers or interns.
- Coordinates multiple tasks or projects in a timely manner and with attention to detail.
- May assist with program budget preparation and monitoring.
- The Public Access Program Coordinator may work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances.
- Makes day to day decisions as delegated by the supervisor.

MINIMUM QUALIFICATIONS
- Bachelor’s degree in biology, ecology, natural resources management or related field and 2 years related work experience or equivalent combination of education and experience.
- Experience with Microsoft Office suite.
- Experience coordinating multiple projects.
- Experience handling standard business communications.

DESIRED QUALIFICATIONS
- Multi-lingual and multi-cultural or cross-cultural experience appreciated
- 2-4 years related work experience or equivalent combination of education and experience.
- Ability to complete tasks independently within assigned time frames.
- Ability to manage multiple priorities, with assignments sometimes coming from a number of sources and work independently.
- Ability to coordinate project information from a number of sources to populate databases, create reports and produce manual files.
- Experience utilizing databases for data entry and report production preferred.
- Strong administrative skills including attention to detail and numerical ability.
- Experience closing out projects.
- Experience drafting user and educational signage.
- Familiarity/Experience with GIS.
- Ability to plan, administer and record results of work-team meetings and activities.

HOW TO APPLY
To apply to position number 48743, submit resume (required) and cover letter as one document using the upload buttons. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on July 27, 2020.

Click “submit” to apply for the position or “save for later” to create a draft application for future submission. Once submitted, applications cannot be revised or edited. Failure to complete required fields may result in your application being disqualified from consideration.

If you experience technical issues, please refer to our applicant user guide or contact applyhelp@tnc.org.

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Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs and culture. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military, protected veteran status or other status protected by law.

The successful applicant must meet the requirements of The Nature Conservancy’s background screening process.
2 Positions | Food Connects | Brattleboro, VT

ARE YOU INTERESTED IN TRANSFORMING THE LOCAL FOOD SYSTEM?
CHECK OPEN OPPORTUNITIES BELOW!

FARM TO SCHOOL PROGRAM COORDINATOR

- The Farm to School (FTS) Program Coordinator’s primary responsibility is to be a motivational guide and knowledgeable resource for teachers, food service professionals, and school administrators to further develop and support Farm to School programs throughout the region. Acknowledged as a statewide leader, the Farm to School program builds capacity at over 30 schools to improve food, farm, and nutrition education as well as increase local food purchasing and school meal participation.

- To apply, please send a cover letter and resume to info@foodconnects.org.

FOOD HUB GENERAL OPERATIONS COORDINATOR

- The Food Hub General Operations Coordinator (FHGOC) will split time between driving delivery routes and coordinating and implementing day to day operations to ensure the safe, timely, and undamaged pickup and delivery of Food Hub Products. To manage this, the FHGOC must be detail oriented with consistently exceptional systems thinking, problem solving, and record-keeping skills. Read more about this position in the full job description.

- To apply, please send a cover letter and resume to info@foodconnects.org.

Community Organizer | Sierra Club, Oregon Chapter | Portland, OR

Job Title: Community Organizer
Chapter: Oregon Chapter
Reports To: Chapter Director
Location: Portland, Oregon
To Apply: https://chm.tbe.taleo.net/chm01/ats/careers/v2/viewRequisition?org=SIERRACLUB&cws=39&rid=1605

Context: Works with community members, volunteers, staff and partners to build grassroots power through organizing campaigns that will build deep relationships, increase the number of people involved, and support leadership development to achieve our conservation and power-building goals. On a collaborative team, the Community Organizer plans, supports, and coordinates the activities of staff and volunteers in carrying out the organizing activities for assigned climate justice and clean energy campaigns or programs. Helps to develop organizing strategies and priorities for assigned campaigns or programs.

Scope: The Community Organizer is responsible for recruiting, engaging, and motivating large numbers of new people to take repeated action which will further Sierra Club’s targeted campaign and power-building goals. Provides leadership in working with volunteer leaders and staff on climate justice and clean energy campaigns. Identifies and develops volunteers to take on the role of team leaders and build grassroots power and networks. Participates and holds relationships in alliances with other partner organizations which can influence decision-makers.

The Community Organizer is responsible for the coordination and effective implementation of the organizing goals within the assigned campaign or program. Creates organizing plans and helps develop the strategy to achieve campaign wins and build long-term people power. Regularly works outside of the office and without direct supervision. Travels to relevant communities and locations to implement campaign and power-building plans. Centers environmental justice and equity principles in organizing approach and outcomes.

Job Activities:
1. Develops organizing strategy, marshals resources, organizes staff and volunteer efforts to build power and win climate justice and clean energy campaigns in Oregon.
2. Identifies recruits and organizes volunteers both in and outside the Sierra Club and other partnering groups around climate justice and clean energy. Seeks opportunities to advance the Sierra Club’s diversity, equity, and justice initiatives through new partnerships and engagement strategies where appropriate.
3. Engages people and develops volunteer leadership in both social and environmental advocacy activities that will create strong environmental communities and build power at the community level long-term.

4. Develops and implements a variety of engagement strategies including on-line and face-to-face to develop networks to support Sierra Club goals.

5. Maintains and develops new partnerships with affinity groups who share many common goals and values.

6. Works with appropriate regional staff and volunteer entities to plan and generate public support with decision makers and in the media.

7. Identifies and is responsible for developing strong relationships with key people of influence including community leaders and public officials to influence positive campaign or program outcomes.

8. Identifies and develops volunteers who will take work as part of a team and take on the role of team leaders to build our grassroots power and network. Helps those leaders succeed by training and coaching them on how to strategize, organize, inspire and motivate.

9. Coordinates and measures success of activities with manager and campaign or program leads to ensure progress towards the campaign's mission and goals.

10. Performs administrative and clerical duties as assigned by supervisor.

11. Performs miscellaneous duties as directed.

Seasonal Activities: Heavier seasonal workloads may occur as a result of project deadlines, staff absences and vacancies, and during peak activity periods. Frequent weekend and/or evening work required.

Knowledge & Skills:
- One year experience working with volunteers in the environmental movement, political campaigns, or other, similar organizations to plan and implement grassroots campaigns.
- Basic knowledge of current social, environmental and political issues affecting Oregon.
- Has current contacts or has the ability to develop contacts with environmental coalition partners in Portland and throughout Oregon.
- Excellent writing and editing skills. Demonstrated skill in writing and producing newsletters.
- Excellent verbal communication skills and demonstrated ability to clearly articulate ideas and easily strike up conversation with diverse groups of people.
- Strong organizational and problem-solving skills and ability to work effectively in an action-oriented office.
- Ability to work independently, cooperatively and effectively with public, staff and volunteers. Strong ability to network, build trust, and build working relationships.
- Able to travel as needed.
- Proficient computer skills including social networking sites, word processing, and database software.

This position is represented by a collective bargaining unit and is subject to the terms and conditions of the contract between Sierra Club and Progressive Workers Union.

The Sierra Club offers competitive salary package commensurate with skills and experience plus excellent benefits that include medical, dental, and vision coverage, and a retirement savings 401(k) plan.

This is a category 6 exempt position.

Sierra Club is a 501(c)(4) non-profit organization. Sierra Club employees are not eligible to participate in the Federal Public Service Loan Forgiveness (PSLF) Program.

Sierra Club values the expertise and talents of foreign nationals. Sierra Club sponsors both nonimmigrant and immigrant visas when certain criteria are met, based on immigration laws and organizational needs. Such sponsorship is at the discretion of the Department Head and Sierra Club Human Resources in consultation with the employee’s manager. The Sierra Club cannot guarantee the approval of a visa petition.

The Sierra Club is an equal opportunity employer committed to workforce diversity.

**Explore, enjoy and protect the planet.**

*If you are applying for more than one position with us, please attach your job-specific cover letters in the 'Attachments' section.*
The National Association of Regulatory Utility Commissioners (NARUC) has an opening for a Program Officer (PO) in the Center for Partnerships & Innovation (CPI). The PO is responsible for supporting work under a portfolio of ongoing grant projects awarded to NARUC by the U.S. Department of Energy. The PO will be responsible for implementing specific grant activities across the range of funded projects. Grant activities include researching and writing reports, convening virtual and in-person training opportunities, planning energy infrastructure tours, supporting relevant sessions at NARUC meetings, and other tasks. Projects focus on energy regulatory issues relevant to the electricity and natural gas sectors, particularly around:

- Energy infrastructure modernization
- Carbon capture, utilization, and storage
- Natural gas distribution infrastructure modernization
- Nuclear energy technology advancement
- Transportation electrification

Additional CPI projects include energy resilience, distributed energy resource integration, comprehensive electricity planning, grid-interactive efficient buildings, and other issues relevant to state utility commissions. The position reports to a Senior Manager within CPI.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Supports activities for the NARUC Committees on Electricity, Gas, Energy Resources and the Environment, and other committees, subcommittees, and staff subcommittees as needed.
- Works with NARUC membership and grantors to implement grant-funded programs and project work plans.
- Coordinates with state associations and other stakeholders throughout the energy industry on issues related to particular grant projects.
- Schedules, coordinates, and facilitates agendas and speakers for meetings, conference calls, and webinars.
- Stays up to date on substantive current issues associated with project areas as noted above.
- Conducts policy and regulatory research through interviews, online research, surveys, and other methods to co-author project deliverables (e.g., white papers, reports, other publications) working with NARUC subcontractors, members, and senior staff of CPI.
- Assists in the identification and management of subcontractors.
- Coordinates across CPI and collaborates with NARUC Communications Department to support development of outreach materials (e-news articles, webpages, press releases) that promote project-related materials (publications, webinars, presentations).
- Works with Senior Managers and the Director to develop new grant-funded projects.
- Supports development of work plans and proposal writing for funding to support departmental activities identified by the Director.
- Acts as an administrative resource for NARUC members on issues associated with grant projects, particularly related to travel and logistics.
- Coordinates with NARUC’s Finance Department on travel and billing matters, Meetings Department during the NARUC Annual Meeting and the NARUC winter and summer policy summits, and Communications Department for regular outreach.

**OTHER DUTIES AND RESPONSIBILITIES**

- Performs other duties as assigned.

**MINIMUM REQUIREMENTS**

- BA/BS from an accredited college or university in energy, environmental, government/politics, engineering, or project management field. **Master’s degree in energy, engineering, environmental, economic, or government / politics is highly desirable.**
- One or more years of relevant work experience in energy, electricity, natural gas, engineering, environmental matters, or government is required.
- Excellent interpersonal skills for working with all levels of staff, external entities and NARUC leadership; ability to work in a team or independently.
- Strong organizational skills and attention to detail are a must.
• Ability to think critically and convey analysis via verbal presentation or writing.
• Ability to handle and maintain the confidentiality of sensitive information and issues.

ADDITIONAL INFORMATION
This is an exempt position. Salary is commensurate with experience. NARUC has an excellent benefits package.

This posting is not an attempt to list all essential functions of this position. Job duties may change over time, based on NARUC’s needs.

The National Association of Regulatory Utility Commissioners is an Equal Opportunity Employer.

To be considered for this position, interested individuals must submit a cover letter with salary requirements, resume, and a writing sample to: cpi.po@naruc.org.

Analyst | Emergent | New York, NY

Apply

Start Date: September 7, 2020

Application Deadline: July 24, 2020

Position Overview:
The recent IPCC Special Report on global warming of 1.5°C starkly emphasizes the urgency of addressing all sources of greenhouse gas emissions including by aggressive pursuit of natural climate solutions. The protection and restoration of tropical forests is one of the most significant opportunities to mitigate climate change over the coming decades. Alongside political and regulatory efforts, the challenge is to create market mechanisms and mobilise finance at the necessary scale. After more than a decade of progress on the technical and policy framework for verifying forest carbon credits (known as REDD+ credits), there is now a historic opportunity to turn this vision into a reality.

With support from the government of Norway, and partnerships in place with the Environmental Defense Fund, the Rockefeller Foundation and the David & Lucile Packard Foundation, the Emergent Forest Finance Accelerator (“Emergent”) has been created to respond to this opportunity. Emergent will “prime the pump” for a high-integrity, high-volume REDD+ market by acting as an aggregator and intermediary to help overcome barriers for both buyers and sellers. On the demand side, Emergent will provide reliable access to jurisdictional REDD+ carbon credits for public and private buyers in both the regulatory and voluntary carbon markets. On the supply side, it will provide forest nations with a guaranteed source of demand for their REDD+ credits, by facilitating access to a range of high-volume buyers. Emergent will act as a principal in transactions and deal exclusively in credits issued under the new TREES standard. This is focused on tropical forest protection at national or sub-national (“jurisdictional”) scale, with the ambition to catalyse very substantial flows of private sector funds underwritten by sovereign guarantees.

Emergent was registered in 2019 as a not-for-profit entity (a US-registered 501(c)(4)), has a board and an executive director, and is now building the team able to rise to the jurisdictional REDD+ challenge.

Reporting to the Managing Director, Commercial (MDC), and the VP Markets, this Analyst role is critical. About 50% of the role will be focused on business development, supporting the VP Markets and MDC in managing the buyer pipeline and CRM, researching new companies, and developing outreach materials. The remainder will be split across a range of tasks and responsibilities, acting as a ‘utility player’ in Emergent’s dynamic startup environment. Although they will work closely with their supervisor, the Analyst is expected to exercise a high degree of autonomy and take on significant responsibility, identifying problems and recommending and implementing solutions.

Requirements of the Role
• 1-3 years of professional experience in management consulting, social impact organizations, start-ups or finance; and/or demonstrated experience supporting project management, operations, or implementation.
• BA/BS degree
  Essential experience and attributes:
• Ability to operate remotely. Emergent is a largely virtual team, although we aim to build the team out in 2-3 hubs as the COVID-19 pandemic passes
• Razor-sharp analytical and problem-solving skills
• Advanced analytical and numerical competency
• Passion for the mission of Emergent
• Excellent interpersonal, presentation, and communication skills
- Willingness and ability to work within a small team start-up environment
- Ability to thrive in an entrepreneurial and often virtual team environment
- Ability to deliver consistently high levels of accuracy, efficiency and follow-through
- Adept at making assessments quickly and identifying the best course of action.

Preferred attributes:
- Experience working in a start-up environment
- Some experience of carbon markets, development funders, and international climate policy would be an advantage.

**Responsibilities**
- Manage Emergent’s pipeline tracking and reporting capabilities.
- Participate in regular video calls with the Emergent leadership team, advisors, and Board.
- Support execution of a demand strategy and pipeline that will drive high volumes of credits through Emergent, including direct sales and development of channel partnerships.
- Support definition and development of marketing materials, proposals, pitch documents, etc, including in partnership with external brand/comms agencies.
- Preparation of analytical and presentation materials.
- May support other operational activities as needed.

**Benefits**
- Sick leave and vacation days
- Health insurance
- Dental insurance
- Vision insurance
- 401(k) match
- Telecommuting options

**How to Apply** Please include your cover letter and resume as a single PDF document when applying. Applicants must have work authorization in the US, UK, or Spain.

[https://smrtr.io/47BTy](https://smrtr.io/47BTy)

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**Plastics Campaign Fellow | Oceana, Inc. | Washington, DC**

**Apply**

Do you want to make a difference protecting and restoring the abundance of the oceans? Come join a dedicated team of professionals who are working to protect marine wildlife while also enhancing the capacity of the oceans to feed a growing world population.

The Plastics Campaign Fellow works as part of Oceana’s U.S. Plastics Campaign to protect the oceans from plastic pollution by passing policies to reduce single-use plastic and calling on companies to give consumers Plastic-Free Choices. To meet our campaign goals, the Fellow will research the plastics problem and solutions; develop campaign materials, including fact sheets and grassroots activist tools; and coordinate outreach efforts. The Fellow also will organize projects and events and track various aspects of the plastics issue and our campaign work.

Applicants should be action-oriented, a skilled communicator, able to manage complexity, nimble and collaborative.

Founded in 2001, Oceana is the world’s largest nonprofit organization focused solely on restoring the resilience and abundance of the ocean. We achieve measurable change by conducting specific, science-based campaigns with fixed deadlines and articulated goals. Our campaigns focus on getting policy change in countries that govern nearly one-third of the world’s wild-caught fish, including Belize, Brazil, Chile, Mexico, Peru, the Philippines, the United States, Canada and the 27 countries in the European Union.

“Oceana values a diverse workforce and welcomes people different from each other in many ways, including characteristics such as race, gender, sexual orientation, religion, ethnicity, and national origin. Oceana considers all qualified candidates and seeks to recruit from a diverse candidate pool.”

**How to Apply**
[https://usa.oceana.org/about-us/employment-opportunities/plastics-campaign-fellow](https://usa.oceana.org/about-us/employment-opportunities/plastics-campaign-fellow)

Click “Apply Now” to learn more about this position.
Lynker is looking to hire an Environmental Compliance Specialist I to develop and review NEPA and environmental compliance documents, including but not limited to Environmental Assessments, Environmental Impact Statements, programmatic consultations and other environmental consultation documents, in coordination with the OCM Environmental Compliance Coordinator

Requirements include:

☐ Applying knowledge of laws, regulations, policies, and guidance that affect the National Environmental Policy Act process; including ESA, EFH, MMPA, NMSA, NHPA, and the CZMA as well as Tribal Consultation and other Executive Orders, including drafting and supporting the development of programmatic consultations for specific sites and programs.

☐ Preparing complex NEPA and environmental compliance documents, in close coordination with OCM’s Environmental Compliance Coordinator

☐ Reviewing OCM grants and cooperative agreements and associated environmental compliance requirements and documentation.

☐ Providing guidance and assistance to the Environmental Compliance Specialist II, as needed, to accomplish government requirements.

☐ Conducting technical and quality control review of draft products generated by other environmental compliance contract staff.

Minimum Qualifications

Bachelor’s degree, or higher, from an accredited college or university with a major directly related in a field of study as related to the requirements of specific task order with emphasis in fisheries, oceanography, social science, natural science, or coastal management/policy.

One (1) year experience supporting development of National Environmental Policy Act (NEPA) and/or environmental compliance documentation, OR a Master’s Degree, Ph.D, or JD in a related field.

Desired Qualifications

Knowledge of laws, regulations, policies, and guidance that affect the National Environmental Policy Act process; including National Historic Preservation Act Section 106 consultations with state historic preservation officers and tribal historic preservation officers, Endangered Species Act Section 7 consultations with US Fish & Wildlife Service and National Marine Fisheries Service and Essential Fish Habitat consultations with National Marine Fisheries Service.

About Lynker

Lynker Technologies, LLC is a growing, Hub-zone certified small business specializing in professional, scientific and technical services with offices in Leesburg, VA and Boulder, CO. Our continually expanding team combines scientific expertise with mature, results-driven processes and tools to achieve technically sound, cost effective solutions in hydrology/water sciences, geospatial analysis, information technology, resource management, conservation, and management and business process improvement.

We focus on putting the right people in the right place to be effective. And having the right people is critical for success. Our streamlined organization enables and empowers our talented professionals to tackle our customers’ scientific and technical priorities – creatively and effectively.

Lynker offers a team-oriented work environment, competitive salaries and benefits, and the opportunity to work in a culture of exceptionally skilled and diverse professionals who embrace sound science and creative solutions.

To Apply, click here: https://hire.withgoogle.com/public/jobs/lynkertechcom/view/P_AAAAAAJAAFYHa926V9Orvb

Help make a difference in rural communities across the West. Apply today!

Our board and staff are committed to provide training, technical assistance, financial resources and advocacy to help rural communities throughout the West achieve their goals and visions. We work in diverse and low-income communities to increase access to affordable housing and safe drinking water, promote economic opportunity and job creation, and provide financing for community and economic development projects.

At RCAC most program staff have the opportunity to travel, work in a flexible environment and define and develop their own work plans to achieve community driven outcomes. Though our staff works in 13 western states, we celebrate teamwork with open door access to peers and senior leadership. We offer competitive salaries, benefits including retirement and help with student loans, and offer growth and advancement opportunities within the organization. We have a keen interest and desire for our staff composition to reflect the diversity of the communities we serve.
Our compensation philosophy:
We are looking for mission-driven change makers who share our vision. Starting salaries are negotiable based on job responsibilities and your experience. We consider the need to attract and retain qualified, competent and motivated employees when determining our compensation and benefit packages to ensure that they are competitive.

Check out our open positions below and contact Human Resources at hrmail@rcac.org or leave a message at (916) 447-9832 ext. 3000. Our application process is mobile friendly!

Apply Here

Rural Development Specialist – Economic Development
Identify and develop economic strategies, funding proposals, feasibility studies (Starting salary: $54,084 – $65,604)
Are you an economic development professional with a passion to help other succeed? Are you a people person with great leadership skills? Check out the job description for this exciting opportunity and apply today!

Regional Field Manager – SAFER Program
Supervision, project management, relationship management (Starting salary: $75,648 – $86,360)
Are you a water or wastewater professional who enjoys building both internal and external relationships? Do you have project management skills? We have an opening for a regional manager that could be a great fit for you. Check out the full job description here.

Rural Development Specialist – Environmental (Central Valley)
Technical assistance, needs assessments, grant proposals, training (Starting salary: $54,084 – $65,604)
Do you have water, wastewater or solid waste experience? Do you understand the management and financing aspects of utility operation? Do you want to work with an organization that is passionate about rural communities? Check out this job description and apply today!

Rural Development Specialist- Environmental (Eastern Sierras)
Technical, managerial, financial support for water and wastewater systems (Starting salary: $54,084 – $65,604)
Do you have water or wastewater expertise? Do you have a passion for rural communities and enjoy working with people? Do you want a career where no two days are exactly the same? Check out this job description and apply today!

Rural Development Specialist – Environmental (South Central Coast)
Technical assistance, needs assessments, grant proposals, training (Starting salary: $54,084 – $65,604)
Do you have water, wastewater or solid waste experience? Do you understand the management and financing aspects of utility operation? Do you want to work with an organization that is passionate about rural communities? Check out this job description and apply today!

Rural Development Specialist- Environmental (Southern California)
Technical, managerial, financial support for water and wastewater systems (Starting salary: $54,084 – $65,604)
Do you have water or wastewater expertise? Do you have a passion for rural communities and enjoy working with people? Do you want a career where no two days are exactly the same? Check out this job description and apply today!

Farm Conservation Planner | American Farmland Trust | Wareham, MA
Salary: $38,000 - $59,000Yearly Salary

American Farmland Trust (AFT) is the only national conservation organization dedicated to protecting farmland, promoting sound farming practices and keeping farmers on the land. AFT’s innovative work led to a national movement to save the land that sustains us. No Farms, No Food. Since 1980, American Farmland Trust has helped to permanently protect more than six and one half million acres of farmland and ranchland and led the way for the adoption of conservation practices on millions more. Learn more at www.farmland.org.

To help make Massachusetts agriculture more sustainable and viable, AFT is working with USDA Natural Resources Conservation Service (NRCS) to provide direct technical and financial assistance to farmers and other landowners. As a part of this joint effort, AFT has 5 Farm Conservation Planners working directly with USDA NRCS in various parts of Massachusetts to assist with the delivery of NRCS conservation planning and financial assistance. AFT is now expanding the program with two more Planners. These individuals, once hired, will use their prior education, working knowledge, and on the job training of farming and agronomy to work directly with target audiences to plan and implement conservation practices on farms across Massachusetts.
While these are full-time regular positions with AFT’s New England Regional Office, Planners are focused on serving specific areas of the state. AFT is hiring for two positions at this time, one to be based in the MA NRCS Field Office in Wareham serving south eastern Massachusetts and one to be based the MA NRCS Field Office in Pittsfield serving western Massachusetts, primarily Berkshire County. These Planners will work under the day-to-day direction of a NRCS District Conservationist. Travel to other regions of the state may be required from time to time.

The ideal candidate will have had prior work experience providing direct technical assistance to farmers or landowners or will have had direct experience in production agriculture themselves. They will be able to meet farmers and landowners where they are, and through dialogue and learning, identify opportunities where conservation practices can help address challenges faced by those farmers and landowners while also improving their communities.

Duties and Responsibilities:
The primary responsibilities of this position are to carry out coordinated soil and water conservation planning and outreach and to assist with the delivery of USDA NRCS farm assistance programs. First and foremost, Planners must have the ability and a willingness to learn NRCS programs and protocols and work closely with NRCS staff daily to ensure successful implementation of conservation practices in Massachusetts. Specific additional responsibilities include:

- Assist landowners in the identification of specific federal and state programs designed to assist in the viability, conservation, and management of land use for food and fiber production or the preservation of natural resources.
- Work with farmers and landowners in the selection and application of suitable soil and water conservation practices as needed to address individual resource concerns.
- Receive referrals, contact farmers, & make field conservation planning visits.
- Furnish necessary planning assistance resulting in a conservation plan that documents farmer/landowner decisions.
- Aid in the layout & installation of practices and in checking on completed practices.
- Update a conservation Toolkit database with farm bill program information, applicant files, eligible practices, cost lists and contract details.
- Enter conservation plan data into the Toolkit for program applications and contracts
- Develop and compile conservation planning maps for applicants and contracts.
- Maintain program contract file folders.
- Assist field office staff with contacting program applicants for data collection.
- Compile data for input into nutrient and pest management components of conservation plans for program applicants and contracts for certification.
- Assist in maintaining workload registers with information from contracts for needed follow-up, and in carrying out some basic functions of the follow-up schedule.
- Establish and maintain program files and documents for program delivery and documentation.
- Maintain mailing and contact lists for program delivery.
- Attend program related meetings to gather data and record information.
- Assist with a targeted outreach campaign for marketing Farm Bill programs. Work with NRCS Public Affairs Specialist in developing needed brochures and other outreach information. Assist with meeting notices, letters, printing, copying, mailings, etc. for program delivery.
- Maintain records of work accomplishments for reports relative to all agricultural programs.
- The Farm Conservation Planners must be comfortable working both at a desk and in the field on farms directly with farmers and other landowners and individuals. They must EITHER:
  - Have a strong background in agriculture, conservation, soil science, or environmental science with at least 3 credits of college-level soil science, and at least three years’ experience that includes the application of techniques, principles, and methods from a variety of agricultural and natural resource fields, OR
  - Have a degree in soil conservation, agronomy, soil science, agriculture, agricultural education, agricultural engineering, or a similar degree that has had a significant focus on agricultural production. The study must have included 30 semester hours in a natural resource or agricultural field, including at least 12 semester hours in a combination of soils and crops or plant science. Of the 12 semester hours, a minimum of 3 semester hours must have been in soils and 3 semester hours in crops or plant science.

Familiarity with federal and state policies and programs to assist in the viability of food and fiber production and implementation of conservation for the management of natural resources should be highlighted in the resume. Other required skills include:

- Ability to produce work products using computers and MS Office applications.
- Skill in organizational and administrative tasks.
• Skill in both oral and written communication.
• Perform duties in a professional manner.
• Perform other related duties and activities as assigned.
• Ability to work well with others, individually and in groups.
• Knowledge of equal opportunity and civil rights requirements of Equal Opportunity and Affirmative Employment Act, the willingness and ability to provide assistance to deliver programs and services that are carried out without regard to race, color, national origin, gender, religion, age, physical/mental disability, political beliefs, sexual orientation, and marital or family status, and maintain a positive regard for civil rights in all interactions with clients and others.
• Possessing a valid driver's license and a working motor vehicle for use during performance of duties (where necessary, mileage reimbursement will be provided).
• The ability to meet the qualifications necessary to obtain a federal security clearance for working in close alignment with NRCS, including, but not limited to, fingerprinting and a background check.

Compensation
Salary is competitive and commensurate with experience and background. AFT offers a full benefits package. These positions are currently funded under a two-year cooperative agreement with NRCS. While we expect the program to continue beyond that time, employment is subject to available funding. American Farmland Trust provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, American Farmland Trust complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

How to Apply: https://www.click2apply.net/OaadE6HqjK5YsgVbs24j5
• Coordinate contact with co-counsel support staff and observe confidentiality of client matters; and
• Provide litigation support at hearings and trials.

**Minimum Requirements and Competencies:**
• Bachelor's Degree or Paralegal Certificate;
• Minimum of three (3) years of litigation paralegal experience in a law firm or legal environment is strongly preferred;
• Experience in all phases of litigation support, discovery, and trial procedures strongly preferred;
• Excellent attention to detail and good organization skills;
• Strong oral and written communication skills and superb proof reading, editing and blue booking skills;
• The ability to manage and effectively prioritize time-sensitive matters with professionalism and tact and to work with others to achieve collective results;
• High level of initiative and self-motivation;
• Experience using legal search engines and electronic records databases and case management systems, including Westlaw, ECF and PACER;
• Mastery of standard MS Office applications;
• Ability to travel to hearings or trials;
• Interest and knowledge of civil rights issues preferred; and
• Commitment to the mission and values of the Lawyers’ Committee.

**To Apply:** Please submit a cover letter and resume to [https://podio.com/webforms/24560783/1797789](https://podio.com/webforms/24560783/1797789). No calls will be accepted. The position will remain open until filled and applications will be reviewed on a rolling basis. Salary and benefits are competitive for a nonprofit legal organization. Staff Benefits include Employer Sponsored (Medical, Dental and Group Life & AD&D); Voluntary Benefits (Vision Insurance, Short-Term Disability, Long-Term Disability and Supplemental Life) coverage; the opportunity to participate in the 403(b) Retirement Plan; Voluntary Flexible Spending (Medical and/or Dependent Care) and Stipends (Cell Phone and Commuter/Parking Benefits); 11 paid Holidays and Vacation/Sick days.

**Commitment to Diversity and Inclusion:** The Lawyers’ Committee embraces diversity and inclusion in our workplace. We strongly encourage candidates of color and candidates from underrepresented communities to apply. The Lawyers’ Committee does not discriminate on the basis of actual or perceived race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation, gender identity or expression, family responsibility, personal appearance, genetic information, matriculation, political affiliation or any other status protected under law.

**Accessibility Assistance:** Although calls will not be accepted regarding questions about the position, if you are an individual with a disability and need assistance completing the online application, please call 202-662-8600 and ask for an applicant accommodation or send an email with the subject line “Applicant Accommodation” to kcoates@lawyerscommittee.org.

**How to Apply:** Visit [https://podio.com/webforms/24560783/1797789](https://podio.com/webforms/24560783/1797789)

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**Program and Communications Assistant | Institute for Sustainable Communities | Nationwide/Flexible • U.S. Program**

**Description:** ISC is seeking a motivated and energetic Program & Communications Assistant to join a dynamic team working on climate programs designed to advance equitable outcomes in community and regional resilience across the United States. Reporting to the Community Led Resilience Senior Program Officer, the Assistant provides administrative, logistical, programmatic, and communications support for ISC’s U.S. programs. Primary responsibilities include team and event planning and logistics; program research; drafting, editing, and proofreading a variety of communications materials for a diverse range of audiences; and other administrative and programmatic duties. In addition, this individual will work with the U.S. Program Communications Officer and across the communications team to send program and field updates via email and social media and develop innovative communications materials and approaches.
Position Scope: The preferred location is Washington D.C., or Montpelier, VT, but open to other locations and will consider virtual/home office for the right candidate. Some domestic travel required (<30%).

Key Responsibilities

**Program - 50%**
- Document, track and manage event communications, participants and program contacts using Salesforce and other contact management systems.
- Manage internal systems by maintaining team calendars, taking and disseminating meeting notes, disseminating information from webinars, training and program resources, and organizing, maintaining and updating electronic filing, project management, program development and evaluation systems, resources, and tools.
- Provide administrative support to the program team such as calendar and schedule management, meeting preparation and documentation, and travel support.
- Scheduling, data management and designing and utilizing project management and other systems to support effective program delivery with diverse partners nationally.
- Design and execute project management and progress tracking systems.
- Provide logistics management, events planning, and event budget tracking.
- Support timely processing of invoices and other payments.

**Communications - 50%**
- Conduct research to support program development, including compiling information for current and future projects, targeted outreach efforts, and constituent engagement opportunities.
- Assist in writing, editing and publishing of project reports, summaries, newsletters and other written materials for ISC’s U.S. team.
- Help produce, organize and edit white papers, technical reports, grant proposals and funder reports.
- Copy edit communications materials (blogs, articles, event materials, case studies, etc.)
- Help maintain various websites and assist program staff in web updates and maintenance.
- Assist in promoting the work of the U.S. team through ISC’s social media channels (Facebook, Twitter, LinkedIn).
- Develop and draft compelling stories, slideshows and other materials for staff presentations and/or publication.

Requirements

ISC is committed to addressing structural racism and income inequality in the US that undermines efforts to build strong communities and regions prepared to respond to climate change. As such, the ideal candidate will have experience serving underrepresented communities, neighborhoods, and populations most vulnerable to the impacts of climate related events, and experience working directly with and for communities of color to address and overcome systemic racism and the multitude of adverse outcomes that result.

Other qualities of the ideal candidate include:
- Strong organizational and administrative skills that reflect a customer service focus, attention to detail, the ability to perform and prioritize multiple tasks, and effectively maintain systems.
- Excellent interpersonal, oral, and written communication skills, including the ability to effectively synthesize and summarize information.
- Ability to perform responsibilities using a racial equity lens - understanding of the root causes of racial inequities and experience working with diverse partners and stakeholders and on a diverse array of projects.
- Ability to anticipate the needs of the team and plan ahead, prioritizing and coordinating multiple projects.
- Ability to work under pressure, adapt to changes in the work environment, and manage competing demands.
- Ability to work both independently and collaboratively as a contributing team member and with people at all levels within the organization.
- Excellent writing, storytelling, copyediting and proofreading skills.
- Experience managing electronic newsletters and website content updates.
- Experience with social media outreach or campaigns. Experience with photography and videography a plus.
- Excellent skills in Microsoft Office suite specifically PowerPoint, Word and Excel, Google platforms, and data systems.
- Experience with newsletter program software and content management systems. Familiarity with the Adobe Creative Suite and basic HTML a plus.

Qualifications
- Values and strives to demonstrate values of equity, diversity and inclusion
- Bachelor’s degree or equivalent experience
A minimum of two to five years relevant work experience
• Writing test required.
• Commitment to the ISC mission and goals

ISC is an equal opportunity employer and is committed to a diverse workplace. Women, persons with disabilities, and people from diverse racial, ethnic and cultural backgrounds are highly encouraged to apply.

Program Officer | Verra | Washington, DC

Salary: $52,000 - $57,000

Verra is a global leader helping to tackle the world’s most intractable environmental and social challenges. As a mission-driven non-profit organization, Verra is committed to helping reduce greenhouse gas emissions, improve livelihoods and protect natural resources across the private and public sectors. We support climate action and sustainable development with standards, tools and programs that credibly, transparently and robustly assess environmental and social impacts and enable funding for sustaining and scaling up projects that verifiably deliver these benefits. We work in any arena where we see a need for clear standards, a role for market-based mechanisms and an opportunity to generate significant environmental and social value.

Verra is looking for a Program Officer to help manage Verra’s programs including the Verified Carbon Standard (VCS) Program, the Jurisdictional and Nested REDD+ framework (JNR), the Climate, Community & Biodiversity (CCB) Standards and the Sustainable Development Verified Impact Standard (SD VISta).

A day with Verra’s collaborative Program Team might include...
• Participating in meetings with the Program Team and other relevant members of the organization to determine solutions to unique issues that arise for users of the VCS, CCB, and SD VISta Programs (e.g., providing guidance for a REDD+ project facing changes to baseline rates and drivers of deforestation).
• Supporting users of the Verra programs (i.e., project developers, auditors, and other market participants) by clarifying program rules and procedures, and suggesting solutions to resolve challenges faced.
• Conducting quality reviews of submitted project documentation and new methodologies, and undertaking other research assignments.
• Contributing to the evolution of Verra programs (e.g., helping to develop updates to existing rules and procedures) so they continue to be relevant and drive significant environmental impact.
• Collaborating with other Verra teams (i.e., Innovation; REDD+; Outreach and Communications) to advance our organizational mission.

Specific functions you will be responsible for leading...
• Providing technical guidance and support to users of Verra’s programs, with a focus on our established certification programs (VCS, JNR, CCB, and SD VISta). Such users include project and program developers, methodology developers, validation/verification bodies, and other stakeholders.
• Supporting the development of Verra programs by gathering and synthesizing input from key stakeholders, via participation in relevant working groups and conferences, and researching emerging markets and policies.
• Drafting revisions to Verra program rules and procedures to help maintain the robustness, workability, and impact of those programs.
• Playing a key role in ensuring the quality of projects requesting registration with Verra programs, including reviewing project documentation, visiting projects, and liaising and collaborating closely with project stakeholders.
• The review of GHG accounting and assessment methodologies being developed under Verra programs.

You bring with you...
• At least 1-2 years of relevant professional or internship experience, preferably working for a standards organization, NGO, government, project developer and/or validation and verification body.
• A relevant university degree.
• Understanding of climate change mitigation and adaptation strategies, Sustainable Development Goals, supply-chain sustainability initiatives, and/or climate/development finance, and an appreciation for the challenges and opportunities faced by practitioners of these arenas.
- Strong attention to detail.
- Strong project management and organizational skills, including the ability to prioritize and work efficiently and effectively under deadlines.
- Culturally aware with ability to work with stakeholders and partners from different countries and cultures.
- Self-starter with ability to excel in a professional environment with limited supervision.
- Excellent written and verbal communication skills. Fluency in English is essential.

**In this role, you will grow and expand your expertise by...**
- Working at the cutting edge of programs designed to drive finance towards high-impact activities that tackle some of the most pressing environmental issues of our day.
- Gaining exposure to challenges and opportunities faced by practitioners of activities aimed at reducing greenhouse gas emissions and improving livelihoods.
- Finding effective ways to ensure the quality of projects and credits under the Verra programs.
- Working with a dynamic, committed and focused team of professionals.

**You will know you are successful, if...**
- You are seen as a reliable and capable member of the team by your peers and manager.
- You build an appreciation and respect for the challenges and opportunities faced by users of the Verra programs, and are able to effectively ensure the quality of activities certified under the Verra programs.
- Verra stakeholders consistently express positive feedback regarding your ability to collaborate to find workable solutions to challenges they face.

**You will join a team...**
- From diverse locations and backgrounds, including carbon market experts, ex-government representatives, auditors, and more.
- Committed to driving finance to projects and programs that advance climate action and sustainable development.
- That embodies the values Verra has established for itself, and which include Teamwork, Results, Integrity, Balance and Exploration.

**Compensation at Verra**
To help us attract and retain top talent, we pay employees competitively to the market. In return, we expect each employee to, at a minimum:
- Meet expectations in terms of work effort and performance;
- Take the initiative to build the skills and knowledge needed to do their job effectively; and
- Embody Verra’s values.

For this position, the salary range is USD $52,000 - $57,000

We will recognize employees who go beyond expected performance with salary increases and/or promotions, but the bar for earning those rewards is high.

**Salary is one component of Verra’s total compensation package which also includes:**
- Health, vision and dental care, and life insurance;
- Verra contributions to each employee’s retirement plan;
- Verra contributions as required by national labor laws in countries where staff are located;
- Paid Time Off (PTO), sabbatical and other leave allowances; and
- Funds to support professional development.

**HOW TO APPLY**
To apply, please send us the following:
- Cover letter (not to exceed one page)
- Resume/CV (not to exceed two pages)

Overview
The Program Officer would work primarily to manage corporate engagement across Freshwater & Food priority initiatives such as textiles, cotton and sustainable agriculture in priority geographies. This role will work closely together with key partners to proactively scope new and strategic opportunities for corporate engagement in prioritized geographies and sectors. The incumbent will conduct research, analysis and initial scoping of potential partners, platforms and opportunities that align with WWF technical offerings and strategic priorities. The Program Officer will also serve to link the Corporate Water Stewardship - CWS partnerships and activities with other Freshwater & Food initiatives and priorities, as well as with those of WWF more broadly. The incumbent may also support the management, oversight, reporting and knowledge management of specific projects and portfolios within the CWS team as needed.

Responsibilities
• Supports overall corporate water stewardship initiatives, especially proactive strategic engagement of companies within key sectors such as textiles, cotton and agriculture
• Conducts data gathering, analysis, and engagement with corporates for potential place-based/landscape engagement in priority river basins.
• Supports overall communications, outreach, events and social media related to Corporate Water Stewardship
• Liaison with other Freshwater & Food priority initiatives, Goal teams and network practices.
• Works closely with key influence teams, within the WWF global network including Multilateral Engagement, and USG Policy teams to proactively assess opportunities, challenges and risks related to corporate engagement and water stewardship
• Develops specific relationships with key Private Sector Engagement team members, to develop strategic scoping of opportunities for corporate engagement in Freshwater and Food and WWF priority river basins and aligned with FW strategy
• Other duties assigned by supervisor

Qualifications
• Bachelors degree in a related field such as natural resources management, environmental science, ecology, law, business, international development or water policy is required; graduate degree will be favorably considered.
• Position requires 4-6 years relevant experience (2 with advanced degree) working with either water stewardship or resources management, sustainable agriculture, corporate sustainability, environmental certification platforms and business, as well as an understanding of risk analysis, policy and international conservation issues.
• Private sector experience preferred ideally in Apparel, Textile, Food & Beverage or CPG
• Hydrology or water resource management background
• Demonstrated ability to build and inspire private sector partners; Experience working with or within the private sector and senior level decision makers
• Excellent verbal and written communication skills
• Strong interpersonal skills, professional demeanor and strong representational and diplomatic engagement experience required
• Self-starter, strong organizational skills, ability to prioritize, commit and complete concrete tasks and deliverables in a timely manner
• Ability to work effectively as a team member with a wide range of individuals across cultures and time zones
• Experience incorporating geospatial mapping and water risk assessment tools into water stewardship approaches and solutions
• Project management experience, diplomatic skills with application in corporate water stewardship, standards and certification system settings
• Strong project management skills

HOW TO APPLY
• Please visit our Careers Page, job#20074, to submit an online application including resume and cover letter
• Due to the high volume of applications we are not able to respond to inquiries via phone
As an EOE/AA employer, WWF will not discriminate in its employment practices due to an applicant's race, color, religion, sex, national origin, age, marital status, genetic information, sexual orientation, gender identity and expression, disability, or protected Veteran status.

Apply Online

**New York Agricultural Stewardship Coordinator | American Farmland Trust | Saratoga Springs, NY**

American Farmland Trust is the only national organization that takes a holistic approach to agriculture, focusing on the land itself, the agricultural practices used on that land, and the farmers and ranchers who do the work. AFT launched the conservation agriculture movement and continues to raise public awareness through our No Farms, No Food message. Since our founding in 1980, AFT has helped permanently protect over 6.5 million acres of agricultural lands, advanced environmentally-sound farming practices on millions of additional acres, and supported thousands of farm families. Long a pioneering leader, AFT is now riding a new wave of growth, driven by agriculture’s most pressing needs and opportunities.

For more information go to [www.farmland.org](http://www.farmland.org) with our New York programs highlighted at [www.farmland.org/NewYork](http://www.farmland.org/NewYork).

**Duties and Responsibilities**

American Farmland Trust is seeking a full-time New York Agricultural Stewardship Coordinator (Coordinator) to support and grow programs in New York state that assist farmers transitioning to or increasing adoption of regenerative farming practices. The Coordinator will join a team of dynamic staff and report directly to the New York Agricultural Stewardship Program Manager and be responsible for promoting and implementing strategies that engage farmers and landowners in adopting sound farming practices to protect water quality and mitigate the impacts of climate change.

Specific activities will include developing engaging educational programs for landowners and farmers, fostering partnerships, developing public education materials, supporting and promoting on-farm demonstration projects, and supporting communications objectives to highlight key activities and stories of impact. This role will also help to lead the expansion of AFT’s Women for the Land initiative in New York, a program designed for women farmers and landowners who want to protect and/or promote good stewardship of their land. The focus will primarily be in Western and Central New York, though the opportunity may exist for work in other parts of New York as well as in collaboration with AFT’s National Initiatives.

**Specific position responsibilities include:**

- Lead and manage the development and delivery of an engagement campaign targeting Non-Operating Landowner (NOLs), with a focus on Women Non-Operating Landowners (WNOLs), including:
- Develop and support relationships with farmland owners and farmers, focusing on women landowners, to accelerate the adoption of conservation practices on farmland in targeted areas of New York.
- Assist with facilitating conversations and partnerships with NOLs/WNOLs and farmers to implement conservation practices on rented land.
- Lead and manage the design and execution of a series of facilitated small-group discussions with WNOLs surrounding conservation management of their land.
- Develop evaluation metrics for NOLs/WNOLs educational tools and programs.
- Assist in identifying and/or developing conservation tools for farmers and landowners.
- Assist with planning and implementing on-farm demonstrations, field days and workshops.
- Communicate about soil health practices and their impacts on soil resiliency, water quality/quantity and mitigation of climate change.
- Facilitate and coordinate partnerships with a diverse network of agricultural and conservation professionals including AFT state and national staff, USDA NRCS, New York State Department of Agriculture and Markets, Soil and Water Conservation Districts, Cornell University and Cooperative Extension, farmers, crop consultants and others.
- Coordinate with AFT’s communications team to actively promote work, identifying and assisting with storytelling opportunities through social media, blog posts, profiles, fact sheets, videos and other mediums.
- Work collaboratively with core project team to manage project implementation and achieve project objectives.
• Represent AFT at non-AFT public meetings, field days, and educational events.
• Work with the Agricultural Stewardship Program Manager to develop annual program and budget goals and provide input on funding proposals and reporting.
• Other duties as assigned.

Requirements
The Coordinator must be a self-starter and a capable problem solver with a demonstrated commitment of meeting high expectations. S/he must be highly motivated with strong interpersonal skills and should have:

• BA or BS degree and a minimum of 3 years of related work experience in agriculture, environmental management, or natural resource planning. Additional work experience or an advanced degree in one or more of the disciplines noted may substitute for these requirements.
• Experience designing and facilitating professional development or other educational trainings, specifically with farmers, landowners and related stakeholders.
• Ability to foster effective partnerships with Extension educators, soil and water conservation districts, USDA and state agency personnel and other professionals as well as training and supporting farmers and landowners – particularly women landowners – is highly valuable.
• A track record of developing and maintaining strong working relationships with and among a diverse group of stakeholders, both internal and external.
• Experience working and/or living within traditionally underrepresented communities.
• An intellectual curiosity, understanding, and enthusiasm for AFT’s mission.
• Excellent written and verbal communication skills, specifically an aptitude for public speaking, meeting facilitation, and developing effective public education materials.
• Experience with public outreach, community engagement, and communications (digital and/or traditional).
• Facility with the Microsoft Office Suite is required – additional experience with social media is preferred.
• Have fun in your job.

Preference will be given to candidates based in Western or Central New York, and applicants should be comfortable working remotely out of a home office. The Coordinator position will require frequent travel in the Genesee River Watershed in Western New York and occasional trips to AFT’s New York office in Saratoga Springs, among other possible travel.

Compensation
American Farmland Trust pays salaries that are competitive to similar nonprofit and agency positions and offers meaningful vacation, medical, retirement and other benefits.

If you are eager to join our team, please visit this page to apply.

Please submit a cover letter with a resume for consideration.
Please mention how you learned of this opening.

Grassland Technician - Eastern MA | The Trustees | Ipswich, MA

The Trustees is seeking a qualified individual to assist with monitoring, research, and management activities for grasslands throughout Eastern Massachusetts. The Grassland Technician is part of the Ecology Program team, responsible for the stewardship of natural resources on Trustees properties. The focus of this position is on monitoring grassland birds, documenting key vegetation characteristics, and documenting invasive plants on Trustees properties. This is a seasonal, full-time, 15-week position, expected to begin in May and continue through August.

In This Role You Will:
• Conduct avian point count surveys for grassland nesting birds
• Monitor and map invasive species
• Conduct vegetation surveys
• Map and enter data into database
• Other tasks and duties as assigned
Qualifications:
• Coursework in wildlife biology, ecology, zoology, environmental science, or related field
• The ability to identify birds by sight and sound, specifically grassland birds (bobolinks, meadow larks and savannah sparrows)
• At least 3 months of previous field experience
• Strong verbal communication skills
• The ability to work closely with other staff and the public

Preferred Applicants will have Experience with:
• Experience performing grassland bird surveys
• Ability to identify Northeast plant species
• Ability to identify Northeast invasive plants
• GIS mapping

Other Requirements:
• Applicants must provide their own transportation to job sites, mileage will be reimbursed
• The ability to work outdoors daily, and at times, under rigorous conditions
• The ability to perform physically strenuous duties, such as hiking long distances.
• The ability to lift/carry 40 pounds
• The ability to work irregular hours (depending upon wildlife and weather)
• A valid driver’s license, as well as a satisfactory driving record as outlined in The Trustees’ driving policy

Benefits and Salary:
The Trustees offers competitive compensation and the opportunity to be part of a dedicated team across the Commonwealth who love the outdoors, who love the distinctive charms of New England, and who believe in celebrating and protecting our special places, for everyone, forever.

About The Trustees
The Trustees is one of Massachusetts’ largest non-profits and the nation’s first conservation and preservation organization. Today, the places we care about are going fast, and the forces undermining them, including climate change, are moving faster. Our passion is to protect and share with everyone the irreplaceable natural and cultural treasures under our care. We are funded and supported entirely by our visitors, supporters, volunteers, and more than 60,000-member households.

The Trustees has been featured in the Top 100 Women-Led Organizations in Massachusetts for six consecutive years.

In addition to being an Equal Opportunity Employer, The Trustees aims to create a thriving, inclusive workplace that values each member of its team. We aspire to reflect and effectively serve the residents and communities of Massachusetts who are at the core of our mission. The Trustees is a signer of the Boston Women’s Workforce Council and a Member of the Boston College Center for Work and Family.

We kindly request that you do not call to inquire about the status of your application. Those candidates chosen for interviews will be contacted.  

APPLY NOW

Part-Time Communications Coordinator | Rural Advancement Foundation International-USA | Pittsboro, NC

RAFI-USA seeks a part-time Communications Coordinator who will coordinate communications activities, including blog posts and website content, press releases, fundraising appeals, annual reports and social media. The coordinator will assist as needed with copywriting, content development or design, website updates, as well as other duties, including administrative tasks. We are seeking an individual who is self-motivated to plan, organize and coordinate multiple projects simultaneously and meet deadlines in a fast-paced environment.

Requirements
• Must have excellent writing and editing skills
Background in marketing, communications, journalism and/or business management is desired, with 3-5 years of relevant work experience.

Must be a strong project manager, able to juggle multiple projects while paying close attention to details.

Must be proficient in Adobe Creative Suite, WordPress, Microsoft Office, Google Docs.

Experience with marketing automation platforms, such as Mailchimp or Campaign Monitor, is preferred.

Must have ability to work independently and as part of a team.

Must be able to adapt to different communications styles and strategies.

Must have the ability to create and implement personal work plans.

Remote Possible

Part Time Schedule

How to Apply
Submit a resume through the link below to apply. Applicants will be reviewed until position is filled.
https://rafiusa.recruiterbox.com/jobs/fk0qphx?cjb_hash=O_kmQD93&apply_now=true

Policy Associate | Work For Progress | Boston, MA

Start Date: August 2, 2020 | Application Deadline: July 24, 2020 | Salary: $28,000 - $31,000

Attention Job Seekers: In light of the current COVID-19 pandemic, we want to assure you that Frontier Group is actively hiring for this position, and we welcome your applications.

Job Description
Frontier Group hires college graduates into two-year associate positions. Associates split their time between policy analysis work with Frontier Group and a program of intensive training and hands-on experience in public interest advocacy and organizing conducted in partnership with the Public Interest Network. Associates in their first year spend about half their time working on policy analysis and writing with Frontier Group, increasing to about 75 percent in their second year. Upon successful completion of the two-year program, the associate will be eligible for a policy analyst position within Frontier Group, or may choose to be considered for a leadership role with one of our partner organizations.

A Frontier Group Policy Associate’s job responsibilities include, but are not limited to:

• Conceptualizing and writing compelling reports on social problems and their solutions using a variety of methodologies including literature reviews and data analysis.
• Helping advocates in the field craft a message that will change minds, spur action and generate media attention.
• Collaborating with partner organizations to design and implement report ideas and to maximize distribution of our product.
• Writing op-eds, blog entries and journal articles that insert our findings into the public debate.
• Participating in trainings, presentations and panels.
• Learning the skills of canvassing and managing a fundraising operation, and running a canvass office for a partner organization during the summer months.
• Learning recruiting skills and applying them to job recruitment drives for graduating college seniors seeking careers in social change.

Qualifications
We are looking for skilled candidates with a demonstrated commitment to social change and an appreciation of the importance of political organizing. Candidates should have excellent writing skills, a problem-solving orientation, the ability to thrive under deadlines, and the ability to think critically and present persuasive arguments. We’re looking for individuals with a track record of academic success and proven leadership ability. Familiarity with quantitative analysis is a plus; as is experience in debate, public speaking, journalism, political campaigning, fundraising, and/or grassroots political organizing.

Compensation
The target annual compensation for this position is $28,000-$31,000 in the first year. Frontier Group offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement.

Start Date for Current Opening: We’re accepting applications for positions starting in August 2020.
To Apply
Prepare a resume and cover letter, and please apply on our website. Please include a list of references in your cover letter document. If we are interested in your application after reviewing your resume and cover letter, we will send you an email asking you to submit a writing sample and complete a brief questionnaire.

The Public Interest Network operates and supports organizations committed to a shared vision of a better world and a strategic approach to getting things done. Visit https://publicinterestnetwork.org/core-values.html to learn more.

Right now, U.S. PIRG (a partner group within the Public Interest Network) is working to ensure that everyone who needs a COVID-19 test gets one. The pandemic has affected thousands of Americans, and killed dozens already, but doctors still can’t get tests for those that need it. Please take action by calling on the new testing chief to adopt a plan that will help ensure that everyone who needs a test gets a test:

Center for Public Interest Research is an equal opportunity employer.

Vera Institute of Justice, Brooklyn, New Orleans, Washington, DC, Los Angeles, and remote positions

At the Vera Institute of Justice, we envision a society that respects the dignity of every person and safeguards justice for all. At this critical moment for justice reform, we are standing up and driving change on a variety of fronts—by eliminating money bail, ending mass incarceration, vastly improving life behind bars, ensuring that immigrants get due process, and centering our work on principles of racial equity.

Importantly, our work occurs in the context of a dynamic, rapidly changing, and increasingly high-profile organization and field. Vera has more than 250 staff members who work across four offices—in Brooklyn, New Orleans, Washington, DC, and Los Angeles—as well as remotely. Each year, we are launching new and more complex initiatives, cultivating new constituents, and deploying new tools and tactics to create a justice system that lives up to its name.

As an employer of choice in our field, supporting Vera staff—both personally and professionally—is a priority. To do this, we invest in the well-being of our employees through above market rate compensation, student loan repayment benefits, generous assisted reproductive technology coverage through our comprehensive medical insurance plan, paid leave time including Paid Family Leave, employer retirement savings contributions, and on-site mindfulness meditation sessions and other wellness initiatives throughout the year.

Race, Equity, and Inclusion
We are taking the steps necessary to become an antiracist institution. This means we are committed to dismantling racism both within our institution and the wider community and to transforming our professional relationships and activities to align with this vision. Through our Racial Equity and Inclusion Initiative, we offer trainings to build organizational capacity and create formal and informal channels for discussion. We have created a Racial Equity Action Plan that spells out some of our key goals and commitments.

Professional Development
As part of our commitment to staff, Vera is proud to offer unique opportunities for professional development.

Learning/Sharing Incentives: Vera supports staff learning and sharing in many forms, including:

- **Publication incentive awards.** To recognize the amount of work and time that goes into writing mission- or strategy-connected articles, self-published multimedia projects, and conference-related publications, Vera rewards staff with $1,000.

- **Conference support.** To aid both idea and professional development, Vera pays for staff to attend relevant conferences, including registration fees and travel. The only requirement attached to this support is that the Veran report back what they learn to interested colleagues.

- **Peer-to-peer capacity building.** This fund supports time and travel for staff to learn from each other, fostering a culture of constant personal and interpersonal development. For example, the fund might help a staff member observe a peer facilitate a meeting with people who work at a prison or immigrant detention center, meet with a coworker to learn how they successfully broadcasted Vera events, or assist another team with hands-on data collection.
Idea Pipeline investments: Any Veran may apply for more significant internal funding to pilot a project that has the potential to become an important new area of work for Vera. The idea pipeline is part of our journey to be more equitable internally by providing a broader range of staff with a path to design new work that will impact the justice field.

Environment
Vera encourages opportunities during and after work to strengthen bonds and create meaningful relationships. We host a monthly staff breakfast, sponsor coffee meet-ups, organize brown bag learning opportunities and, twice a year, we convene all staff for a series of workshops and fun. Learn a little more about why we come to work.

At no time since the early 1970s has there been such potential to reform our justice system. More and more Americans are demanding bolder solutions, concrete and significant change in more places, and resilient organizations capable of making the most of emerging opportunities. Vera is stepping up to this challenge by driving measurable change and producing new insights to radically transform American justice around the values of human dignity and opportunity for everyone.

SEVERAL OPENINGS – Please check their website for listings:  https://www.vera.org/careers

Clean Water Advocate | Work for Progress | Washington, DC

Environment America Clean Water Advocate

Attention Job Seekers: In light of the current COVID-19 pandemic, we want to assure you that Environment America is actively hiring for this position, and we welcome your applications.

Clean water is a core environmental value. Our rivers, lakes and streams are central to nature and our engagement with it. We swim, fish, canoe, kayak or just wonder at the stunning scenery and wildlife around our waterways. They provide us with clean drinking water. We should be doing all we can to protect them.

Yet pollution still flows into our water—PFAS and other chemicals, manure from factory farms, toxic coal ash, sewage overflows, lead from pipes, and more. It’s time to shift our economy from pollution to prevention and ensure that all our water is clean.

Environment America is seeking a Clean Water Advocate to advance solutions to the biggest pollution challenges facing our waterways. The Clean Water Advocate will work with our experienced team of lobbyists, researchers, organizers, and communications experts on advocacy campaigns for bold policy changes that win the hearts and minds of our fellow Americans.

If you want to work hard, challenge yourself, and make an actual impact on these issues, then this could be the right job for you.

KEY RESPONSIBILITIES INCLUDE
• Advocacy: Present a compelling case for strong action on clean water to decision–makers through lobbying, testifying at hearings, and producing powerful written materials.
• Coalition Building: Engage support from diverse and powerful allies and cultivate relationships with them over time.
• Media and Visibility: Earn media attention and digital visibility, and build relationships with reporters. Speak and network at conferences to become a recognized expert on the issues.
• Program Development: Participate in policy development, engage in research, and help create winning strategies and powerful messaging for our clean water program.
• Grassroots Mobilization: Mobilize citizens with compelling and timely opportunities for action.
• Fundraising: Write grant proposals, build relationships with foundation staff, and raise money from donors, to bring more resources to our campaigns.
• Recruitment: Recruit staff, interns and volunteers to increase our impact.

QUALIFICATIONS
The ideal candidate will be:
• An experienced communicator with excellent writing and verbal communication skills.
• Creative, effective at solving complex problems, and a strategic thinker with excellent judgement and discretion.
• A good people-person/listener with a track record of successful access-building.
• Well–organized and able to track multiple campaign projects and organizational priorities such as fundraising and recruitment.
• Three plus years of experience in grassroots organizing, coalition-building, campaign politics and/or advocacy.
• A team player, with the passion and grit to build a movement and do what it takes to get the work done.

COMPENSATION: Target annual compensation for this position is commensurate with the relevant professional experience and/or advanced degrees that a candidate has. We value experience with campaigns, advocacy at the federal level and grassroots organizing. Environment America offers a competitive benefits package.
LOCATION: The ideal location for this position is Washington, DC, but we will consider other locations (Denver, Boston and Chicago in particular) for the right candidate who is willing and able to travel.

APPLY: To apply, fill out our online application here. Environment America is part of The Public Interest Network, which operates and supports organizations committed to a shared vision of a better world and a strategic approach to getting things done. Visit https://jobs.environmentamerica.org/core-values.html for things you should know about our network when you apply.

Right now, our partner U.S PIRG is working to ensure that everyone who needs a COVID-19 test gets one. The pandemic has affected thousands of Americans, and killed dozens already, but doctors still can’t get tests for those that need it. Please take action by calling on the new testing chief to adopt a plan that will help ensure that everyone who needs a test gets a test: https://uspirg.webaction.org/p/dia/action4/common/public/?action_KEY=37037

Environment America is an equal opportunity employer.

Benefits: Environment America offers a competitive benefits package.


Frontier Group Policy Associate | Work for Progress | Boston, MA

Start Date: August 2, 2020 | Application Deadline: July 24, 2020 | Salary: $28,000 - $31,000

POLICY ASSOCIATE

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- Collaborating with partner organizations to design and implement report ideas and to maximize distribution of our product.
- Writing op-eds, blog entries and journal articles that insert our findings into the public debate.
- Participating in trainings, presentations and panels.
- Learning the skills of canvassing and managing a fundraising operation, and running a canvass office for a partner organization during the summer months.
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Compensation

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Center for Public Interest Research is an equal opportunity employer
HAVE YOU CONNECTED WITH ALUMNI YET?

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

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