



## RCA Seeks Part-time River Steward/Program Coordinator

**About Us:** The Rivanna Conservation Alliance (RCA) is a 501 (c)(3) nonprofit watershed organization, working to protect the Rivanna River and its tributaries through community involvement, conservation, education, recreation, restoration, water-quality monitoring, and reporting.

**Summary:** RCA currently is seeking a part-time staff member to serve as a Rivanna River Steward and Program Coordinator. This position averages 20 hours per week and requires some day-to-day flexibility and occasional weekend availability. Pay starts at \$20/hour, depending on experience.

### Essential Functions and Responsibilities:

1. Serve as one of RCA's two River Stewards.
  - Conduct regular river paddles to monitor the condition of the waterways, clean up trash and debris, and educate the public about the Rivanna River and RCA
  - Prepare written reports for local government officials and other community partners and coordinate with these groups to address pollution and river safety issues
  - Lead paddling programs for student groups and the public
  - Maintain RCA's educational river kiosks, boats, and related equipment
  - Organize and manage RCA's annual Rivanna River Race
2. Serve as RCA's Program Coordinator.
  - Assist with organizing and running program events related to education, stream and trail cleanups, installation/maintenance of conservation projects, and water quality monitoring
  - Assist with recruiting, organizing, and leading groups of volunteers in support of RCA's work
  - Assist RCA staff with other program-related tasks as needed

### The ideal candidate will have the following skills and experience:

- Educational and/or work experience in an environmental field. A college degree is preferred.
- Significant experience paddling kayaks and/or canoes on moving water
- Strong organizational skills and an ability to coordinate large public events
- Demonstrated ability to work well with diverse groups of people
- A high comfort level with leading groups
- Competence in solving problems and working at times with limited supervision
- Experience working with and/or teaching school-aged children
- Ability to perform physically demanding work in variable weather conditions

Other desirable skills: experience with gardening/landscaping, competence with social media, experience with GIS software, and fluency in Spanish.

**TO APPLY:** please submit a cover letter and resume highlighting your relevant experience and skills to [exec@rivannariver.org](mailto:exec@rivannariver.org). All applications received by 5:00 p.m. on August 11<sup>th</sup>, 2019 will be considered. Please email [exec@rivannariver.org](mailto:exec@rivannariver.org) with any questions. No phone calls about the position please.