



**Loudoun Wildlife Conservancy
Conservation Advocacy Specialist
Position Description**

Loudoun Wildlife Conservancy (LWC) inspires, motivates, and engages people to protect, preserve, and restore wildlife habitat in Loudoun County. We accomplish our goals through our advocacy, education, citizen science, and habitat conservation programs. LWC advocates for the advancement of wildlife and habitat conservation by:

- Educating the Loudoun community about the importance of responsible conservation design and green infrastructure for wildlife and habitat conservation.
- Partnering with local organizations, businesses, and leaders to develop policies and solutions that support conservation.
- Encouraging our members to participate in shaping development policy.

Loudoun Wildlife Conservancy seeks an independent self-starter as a part-time (average of 30 hrs/week expected) exempt position to serve as our Conservation Advocacy Specialist. This position will be focused on impacts to elements of the green infrastructure including, but not limited to, wildlife habitat, wildlife corridors, water quality, wetlands preservation, tree preservation, native plants, and invasive species removal.

REPORTS TO: Executive Director

Job Duties:

- Develop and implement Public Outreach/Engagement Plan to carry out community education and community building that advances the protection of the county's green infrastructure and natural areas, including creating communication materials (press releases, advisories and other publications) for public outreach and education, strategies to mobilize public support, and utilizing LWC's communication channels (website, email, social media).
- Develop and oversee a core group of volunteers to advocate for the preservation of the County's green infrastructure.
- Develop and maintain relationships with targeted local and state officials and their staff. Serve as a trusted source of information for and actively educate lawmakers and/or their staff.
- Engage local leaders and decision makers to influence outcomes.
- Attend and represent Loudoun Wildlife at community meetings (Loudoun County Preservation and Conservation Coalition meetings and committees, government meetings (Board of

Supervisors, Planning Commission, and other advisory board and commissions as necessary)), conduct informational public forums, and schedule speaking engagements.

- Collaborate with existing partners and develop new relationships with community stakeholders to protect Loudoun County's green infrastructure and natural areas.
- Research and understand issues that affect the county's green infrastructure and natural areas and develop appropriate position statements and advocacy campaigns.
- Analyze and provide comments on development applications and policy reviews such as the Zoning Ordinance Rewrite process.
- Monitor relevant activities in surrounding counties and their impact on Loudoun.
- Collaborate with Executive Director on Annual Work Plan including metrics for success.
- Help cultivate and steward donors in support of LWC's advocacy work. In collaboration with the Executive Director, identify foundations and major donors interested in supporting LWC's green infrastructure advocacy, and draft proposals and reports for grants.
- Coordinate with LWC staff and volunteers on communications and projects.
- Attend and deliver progress reports at bi-monthly board meetings.
- Maintain and update documents on LWC's Advocacy Google Drive.

Preferred experience:

- Passion for wildlife.
- Knowledge of natural history and the importance of healthy natural habitats including clean water, wetlands and stream corridors, the impact of climate change, and dark skies.
- Experience in advocacy, planning, community organizing, and community building.
- Demonstrated experience and expertise in running advocacy campaigns and working with communities.
- Proven written and oral communication skills, including one on one, in groups, and in public presentations.
- Demonstrated ability to work independently, collaborate and work with multiple teams to organize tasks, set and observe priorities, and maintain schedules.
- Knowledge of Loudoun County topics.
- Knowledge of current Loudoun County policy documents and staff structure.
- Knowledge of Loudoun County databases and communication portals (LOLA, Lex, etc.).
- Public speaking.
- Microsoft Office suite and Google Suite proficiency.

This is a paid position at \$35,000 - \$42,000 DOE. Work schedule will vary (expected average of 30 hours per week) and will include some evenings and weekends, depending on program needs. Staff meetings occur during the week.

Position open until filled.

If you would like to apply for this position, please send a cover letter and resume to Michael Myers at mmyers@loudounwildlife.org