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Visit our website at: allianceforthebay.org*

Position Announcement: **Pennsylvania Forests Projects Associate**

About the Alliance:

The Alliance for the Chesapeake Bay (Alliance) is a regional nonprofit organization whose vision is clean streams and rivers flowing through resilient landscapes, cared for by the people who live, work, and play in the Chesapeake Bay watershed; and whose mission is to bring together communities, companies, and conservationists to improve our lands and waters. The Alliance was founded in 1971 and has offices in Annapolis, MD, Lancaster, PA, Washington, D.C., and Richmond, VA. The Pennsylvania office is focused on the Susquehanna River and Potomac River Basins in Pennsylvania and New York.

Job Description:

This position will work on the Alliance's Forest Team on a wide range of reforestation, restoration and outreach projects in Pennsylvania but will focus on community engagement in our volunteer tree plantings and site stewardship. These roles require strong organizational and time management skills, careful attention to detail, the ability to form strong relationships and work collaboratively with a variety of audiences. The Alliance seeks out applicants who will thrive on a team but can excel in developing innovative solutions, partnerships, and projects independently. This position will involve extensive fieldwork and outreach including training volunteers, meeting with landowners, and implementing, monitoring, and maintaining tree planting projects. Candidates can expect a fast-paced work environment and a roughly 60/40 fieldwork/office work ratio, so field savviness is essential.

Specific Duties of this Position:

- Coordinate forests engagement efforts, including: the Riparian Rangers volunteer site stewardship program, volunteer tree plantings and workdays, and workforce development projects
- Engage, coordinate, and train volunteers (in large groups and individually) on project sites
- Lead volunteer recruitment and retention efforts
- Assist with tree plantings, planting plan development, site maintenance, and monitoring
- Assist with outreach efforts, including professional and public presentations and the monthly newsletters
- Participate in workgroups, collaboratives, and partnerships with other conservation organizations and entities
- Assist with writing and administering grants

Minimum Qualifications & Experience:

- Bachelor's degree in forestry, wildlife biology, natural resources management, or a relevant field.
- 1+ year relevant professional experience (an advanced degree in a relevant field may substitute for professional experience).
- Experience in volunteer coordination or leading members of the public in environmental education
- Proficiency in tree identification and invasive plant identification and management
- Experience with the design and/or installation of riparian forest buffers and other reforestation projects, and/or in artificial forest regeneration, and/or other tree planting activities
- Experience working with a variety of environmental stakeholders in the professional setting, including (but not limited to): government agencies, elected officials, businesses, private landowners, academic institutions, local and regional watershed or conservation groups, and volunteers
- Ability to work independently on multiple projects with minimal supervision as well as part of a team

- Effective technical writing skills and strong communication skills
- Quick learner, well-organized, possess strong attention to detail, and excellent time management skills.
- Basic understanding of environmental issues related to natural resources, local waterways and the Chesapeake Bay.
- Software proficiency desired: Google Drive Suite, basic Microsoft Office; Adobe and ArcGIS are a plus.

The Alliance aspires to be an inclusive multicultural organization that celebrates the rich dimensions of diversity such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical abilities, religious and political beliefs. We are committed to ensuring diversity and inclusion remain integral to our organizational structure, policies, board of directors, staff, strategic goals, grants, partnerships and program delivery. The Alliance believes a broad base of participation and partners reflecting all of society is needed to be successful in the Chesapeake Bay Watershed restoration effort. Visit www.allianceforthebay.org/DEI to learn more.

The Alliance for the Chesapeake Bay offers a family friendly, flexible work environment. We are committed to building a diverse team and strongly encourage candidates from all backgrounds to apply. If you meet at least 75% of the qualifications of this description, we encourage you to submit an application.

Supervision: The Pennsylvania Forests Projects Associate will report directly to the Senior Forests Projects Manager.

Hours and Location: The Pennsylvania Forests Projects Associate will be based at the Alliance's Lancaster, Pennsylvania office. Some night and weekend work may be required, especially during spring and fall planting seasons. Travel throughout the Chesapeake Bay watershed is needed at times. The position advertised is full-time (40 hours per week).

The Alliance will require the successful applicant to submit proof of vaccination against COVID-19 (or proof of a qualifying federal exemption) prior to the candidate's first day as an Alliance employee. This is not required at time of application.

Salary: \$42,500+, commensurate with experience. Competitive benefits (health, dental, and vision insurance, 403b retirement fund, life insurance, etc) are available.

Application: Please email your cover letter, résumé, and list of 3 professional references to careers@allianceforthebay.org no later than **Sunday, February 6, 2022**. Indicate "Pennsylvania Forests Projects Associate" in the email subject line. No telephone inquiries, please.