



Outreach Manager

Baltimore Tree Trust (BTT), the leading urban forestry nonprofit organization in Baltimore City, seeks a full-time Outreach Manager to join its Remington-based team. Established in 2008, BTT is a 501(c)(3) nonprofit organization with a mission to enhance and protect Baltimore City's urban tree canopy through strategic planting initiatives, broad-based engagement, and local workforce training. By engaging in diverse partnerships, leading community greening efforts, and creating public service job opportunities, BTT is committed to a vision of equitable access to the benefits of urban nature for all of the city's residents. Baltimore Tree Trust is an equal opportunity employer. For more information, visit baltimoretreetrust.org.

Position Description

The Outreach Manager will support the development and implementation of Baltimore Tree Trust's community driven tree planting operations across Baltimore City. This role will be responsible for sourcing, establishing, and maintaining relationships with communities, partners and neighborhood groups to ensure positive co-benefits across our planting and maintenance projects. Reporting to the Communications & Outreach Director, the Outreach Manager will help lead the conception of planting projects by identifying communities of focus and key neighborhood stakeholders. This role will also manage future outreach support staff to coordinate seasonal canvassing efforts within project focus areas. Essential functions include, but are not limited to:

- Develop strategies for executing outreach initiatives that actively engage and educate residential communities of project focus.
- Work with project coordinator teams to identify seasonal priority areas of need and target outreach initiatives within those communities.
- Identify opportunities for partnership with Baltimore communities to develop planting projects across neighboring communities.
- Foster and maintain relationships with community stakeholders, neighborhood associations, and relevant community entities.
- Serve as a liaison between the organization and community members to ensure resident inquiries and/or concerns are addressed in a timely manner.
- Field and respond to resident inquiries directed to the main Baltimore Tree Trust information account including tree requests, tree declines, and complaints.
- Manage individual resident tree requests received to identify neighborhood areas of focus.
- Support outreach initiatives by organizing community canvassing efforts, including neighborhood door-knocking and community meetings to share upcoming projects and opportunities.
- Coordinate with the Advocacy & Community Engagement Director to further partnerships with communities and resident groups interested in deeper engagement related to tree planting, tree care, and tree advocacy.
- Attend weekly Outreach and Operations meetings to help with planning of seasonal outreach campaigns and neighborhood planting initiatives.
- Represent Baltimore Tree Trust during site walks, community meetings, neighborhood events, and city labeling engagements to effectively spread the mission and goals of the organization.



What we're looking for:

- Bachelor's degree in environmental studies, community development, or a related field;
- Proven work experience in community outreach, engagement, or related roles specific to Baltimore City is preferred.
- Familiarity with Baltimore City neighborhoods, with the ability to connect with residents as part of ongoing community outreach initiatives.
- Baltimore City resident with an interest in urban forestry, environmental and sustainability practices, and greening initiatives across Maryland strongly preferred.
- Strong oral and written communication skills, including editing and proofing.
- Strong managerial experience leading projects and directing support staff.

Compensation:

- Starting at \$60,000 annually
- Full time, non-exempt employee, with some remote options.
- BTT offers a competitive and comprehensive benefits package including paid time off, insurance, a tax-deferred retirement plan, and education and conference stipend.

To Apply:

Please submit your cover letter, resume, and professional references to info@baltimoretreetrust.org no later than July 21, 2023.