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Position Announcement: **Forests Projects Manager**

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.

Job Description:

This position will work on the Alliance's Forest Team on a wide range of reforestation, restoration and outreach projects in Pennsylvania. The position requires supervisory experience, strong organizational and time management skills, careful attention to detail, and the ability to form strong relationships and work collaboratively with a variety of audiences. This position will initially involve supervising one permanent staff member and a seasonal field crew, 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 substantial fieldwork, so field savviness is essential.

Specific Duties of this Position:

- Supervise permanent staff member(s) and a crew of seasonal hires, working closely with Forests Projects Coordinator to ensure that expectations of them are met. Provide direct supervision and oversight of other staff and volunteers as assigned.
- Coordinate tree planting projects in the field, including landowner contact, plan writing, planting, maintenance, monitoring, and administration.
- Coordinate project implementation directly with contractors, including communication and assisting throughout the contracting process.
- Pursue funding that enables the Alliance to meet its Strategic Goals through the Forests Program. Includes leading and/or collaborating in multiple, varied, successful grant proposals and similar programmatic funding efforts.
- Oversee components of grant budgets and reporting, including payments, invoices, procurement and contracting, reimbursements, and other similar tasks.
- Coordinate and train volunteers (in large groups and individually) on project sites, may provide on-site direction to seasonal employees and interns as delegated.
- Participate in and lead various outreach efforts, including presentations, events, and similar activities.
- Participate in workgroups, collaboratives, and partnerships with other conservation organizations.
- Participate in Alliance strategic planning efforts, internal committee, and problem-solving oriented teams as assigned. Contribute to the Alliance's various Forests Program team efforts.
- Support external communications and partnership development.
- Other Forests Program related tasks, as assigned.

Minimum Qualifications & Experience:

- Bachelor's degree in forestry, wildlife biology, natural resources management, biology, environmental science, or a relevant field. A Master's degree may be substituted for 1 year of experience. Candidates with alternative education, but with extensive relevant professional experience, will also be considered.
- 4+ years relevant professional experience (including any internships) related to this position.
- Experience serving in a professional supervisory role.
- Experience in project management and grant writing.
- Technical knowledge of tree ecology, species identification, forest health assessment, and reforestation practices.
- Ability to work outside, sometimes in harsh conditions and long days, and occasional weekend work. Ability to lift and carry 50 pounds of weight.
- Strong communications skills, internally as part of a team and also with external audiences.
- Great time management skills, including the ability to effectively prioritize tasks.
- Problem-solver, objective decision maker.

Supervision: The Forests Projects Manager reports directly to the Associate Forests Program Director.

Hours and Location: The Forests Projects Manager is based at the Alliance's Lancaster, Pennsylvania office. Some evening and weekend work may be required, especially during spring and fall planting seasons. Travel throughout the Chesapeake Bay watershed is needed at times with most travel consisting between 30 minutes - 2 hours from the office. The position advertised is exempt, full-time (40 hours per week). Successful applicants will be predominantly required to be on-site at the Lancaster, PA office, with occasional remote work permitted.

Wages and Benefits: $60,000 - $66,500 in total wages, commensurate with experience. Competitive benefits include: health, dental, and vision insurance, 403b retirement fund, life insurance, professional development opportunities, vacation, sick, and holiday and other leave, and more.

Application: Please email your application (reference your last name and "Forests Projects Manager" in the subject line) to careers@allianceforthebay.org no later than **Sunday, January 11, 2026,** including: your résumé, a list of 3 professional references, and brief (up to one paragraph) answers to the following questions:

1. Describe your experience working with landowners, volunteers, natural resources contractors, consultants, federal and state agencies, or other stakeholders in restoration or similar efforts.
2. Describe how you would lead a field crew to ensure both quality of work and staff well-being.
3. Describe your experience applying for and managing grants.