



HEALTHY LAND. CLEAN WATER. VIBRANT COMMUNITY.

JOB TITLE: Stewardship Coordinator

OFFICE LOCATION: Waitsfield, VT

ABOUT FRIENDS OF THE MAD RIVER: Friends of the Mad River (FMR) is a member-supported, nonprofit organization, founded in 1990. FMR is dedicated to stewarding the Mad River Valley's healthy land and clean water for our community and for future generations. We build diverse partnerships of neighbors, businesses, towns, and other organizations to restore and enhance the watershed's valued resources. Together, we learn about the health of the land and water; conserve our natural resources; and celebrate this special place. Our work is grounded in sound science, inclusive education and engagement, and thoughtful action. To learn more, visit: friendsofthemadriver.org or follow "Friends of the Mad River" on Facebook.

POSITION OVERVIEW: The Stewardship Coordinator will lead the launch of a new program, entitled Storm Smart, and work with the Executive Director to advance Friends' mission through various other programs. We seek an individual with a passion for watershed stewardship that promotes healthy land, clean water, and vibrant communities. A successful candidate will be a self-starter with a background in science and demonstrated experience and ease in engaging the public in conservation.

SCOPE OF WORK & RESPONSIBILITIES: The primary focus of this position is to develop and launch Friends of the Mad River's new Storm Smart program (more information [here](#)). Storm Smart is an integrated program designed to help landowners identify and fix stormwater runoff problems at their homes, in their driveways, and at their businesses, in order to strengthen the Mad River Valley's climate resilience. The program aims to raise the profile on stormwater in the Mad River Valley community and directly tackle barriers to action like awareness of the issue, knowledge to identify problems and diagnose solutions, and time/cost/skills to install BMPs. For Storm Smart, the Stewardship Coordinator will:

- Organize integrated media outreach to solicit interested homeowners
- Work with stormwater professionals and models from other communities to develop a technical property audit protocol and Best Management Practices/Green Stormwater Infrastructure (BMP/GSI) solutions for home sites
- Craft strategies for engaging homeowners in stormwater learning and BMP/GSI installations

- Conduct approximately 50 home site audits, drafting BMP/GSI “prescriptions” and working with homeowners to implement small BMP/GSI fixes at most sites
- Help the Director and stormwater consultants prioritize sites for BMP/GSI engineering or implementation focus
- Collect and refine existing resources to establish an online landowner toolkit.
- Create needed original resources for online toolkit, as permitted by funding. For example, work with professionals to create Mad River specific “how-to” videos and infographics or independently draft case studies and fact sheets.
- Design and implement media campaign around seasonal recommended actions, including traditional media like newspaper and newsletter articles as well as social media and blog posts.
- Take emerging opportunities to develop and host neighborhood workshops, create “demonstration” sites, and/or engage local students in the work.
- Collaborate with Director to ensure various grant deliverables are met on time and appropriate practices are in place to evaluate the program’s success

The full scope of the position will be based on Coordinator’s interest and skill set as well as opportunities that arise. Additional projects could include:

- Water quality monitoring outreach and reporting
- Riparian buffer inventories, GIS mapping, riparian restoration tree plantings, and ongoing site stewardship
- Outreach and education with agriculture community
- Road erosion inventories and GIS mapping
- GSI and BMP site stewardship
- Volunteer coordination for varied stewardship activities

MINIMUM QUALIFICATIONS:

- Bachelor’s degree, ideally in sciences, and at least 3 years of relevant experience engaging the public in conservation
- Understanding of the connections between land, water, and community.
- Excellent team player, with a proven ability to lead and follow
- Record of achievement managing a project or program, with attention to “A to Z” details while also keeping the bigger picture concepts and timelines in mind
- Ability to communicate complex ideas clearly, both verbally and in writing
- Demonstrated time management and organizational skills
- Self-starting and self-directed, seeking opportunities to enhance the program or solve problems as they arise
- Practice listening to and considering new ideas, including those different from one’s own

- People-oriented, intuitive, collaborative, creative, and adaptable
- Willingness to have a flexible schedule, working more hours during busier times and fewer when the schedule allows
- Availability to travel, primarily throughout the Mad River watershed (valid VT driver's license and dependable vehicle required)
- Enthusiasm (and ability) to wield a shovel to dig water bars

DESIRED QUALIFICATIONS:

- Practice using social and traditional medias in a professional setting
- Experience working one-on-one or in group settings with landowners to enhance knowledge or accomplish specific projects
- Knowledge of Vermont ecosystems and familiarity with native and non-native, invasive plant species
- Data management and map making proficiency in ArcGIS
- Experience with trail work and/or road work BMPs
- Proclivity for strategic thinking and planning

POSITION SPECIFICS:

- Friends of the Mad River is dedicated to the principles of equal employment opportunity. We do not discriminate against applicants or employees on the basis of age, race, sex, color, religion, sexual orientation, national origin, disability, creed, ancestry or any other status protected by state or local law. We seek a diverse pool of applicants for this position.
- This is a part-time temporary position, with between 24-32 hours per week. The position is funded by grants for approximately one year. Storm Smart program success and FMR's fruitful fundraising could extend the position indefinitely.
- Hours are flexible but Stewardship Coordinator must be available to meet with Director, landowners, and partners as needed.
- Hourly rate is commensurate with experience, but will range between \$18-27 per hour.

HOW TO APPLY:

- Please email cover letter and resume, with contact information for 3 references, in a single PDF document to Corrie Miller at info@friendsofthemadriver.org with "Stewardship Coordinator position" in the subject line.
- Applications will be treated in a confidential manner and considered on a rolling basis, with applications due no later than midnight EST March 7, 2018.