WATER, FISH, AND WILDLIFE PROGRAM COORDINATOR

About Futurewise

For 30 years, Futurewise has worked to protect the natural environment by encouraging a sustainable and equitable built environment in Washington State. With the state's Growth Management Act as a lens, we use policy development, advocacy, community engagement, data analysis, and legal tools to protect farms, forests, and water resources, and encourage livable cities through affordable housing, access to transit, and green infrastructure. To achieve these outcomes, our staff of planners, scientists, lawyers, educators, and organizers work with every level of government, at every geographic scale, together with hundreds of local organizations and activists to advance community-based solutions to land-use and environmental challenges.

About the Water, Fish and Wildlife Program

The Water, Fish and Wildlife Program Coordinator provides supportive technical services to communities, place-based organizations and local governments to encourage better land-use planning. Historically, our focus has included a wide variety of subject areas, including climate resilience, green infrastructure, open space, equitable development, and multimodal transportation systems. Our projects often support or complement public processes that involve land use policy (e.g., an update to a city's comprehensive plan).

About the Position

We are seeking a water, fish and wildlife program coordinator to support environmental projects and stewardship, currently located in Algona and Port Angeles, Washington.

Position title: Water, Fish, and Wildlife Program Coordinator (WFWPC)  
Reports to: Water, Fish and Wildlife Program Manager  
Position type: Fulltime (40 hrs/wk), exempt employee  
Start date: April 1, 2022  
Salary: $53,000-$55,000/ year  
Location: The work is mostly virtual with some in-person activities in Algona and Port Angeles and occasionally other locations in the region
Position Description

The Water, Fish, and Wildlife Program Coordinator (WFWPC) will initially be focused on two grant funded projects. The majority of the coordinator’s time will be spent implementing the community engagement and outreach plans for the Algona Wetland Preserve being established in South King County, WA. The responsibilities of this role include developing and implementing an environmental education curriculum for elementary school children, cultivating a stewardship group, and doing public outreach. Additionally, the coordinator will serve a supporting role for GreenLink Port Angeles, a watershed scale green infrastructure planning and implementation project. The GreenLink role would involve assisting with the planning and coordination of stakeholder meetings, conducting background research, and other duties as needed.

Primary duties include:

- Develop and implement a wetlands related environmental education curriculum for elementary school students
- Plan, coordinate and facilitate community engagement activities including “green team” environmental stewardship group in partnership with the Alpac Elementary School
- Create and implement community outreach strategies at public events, through relationship networks, and by going door to door, to provide information, obtain feedback and recruit stewardship group participants
- Establish new community partnerships and maintain and grow existing relationships
- Assist with stakeholder meeting coordination
- Assist with the organization’s other projects and goals as needed

Preferred Skills

- Environmental education and curriculum development
- Community outreach and engagement
- Effective communicator
- Creative and holistic thinker

Desirable but not required:

- Grant writing experience
- GIS and other graphics capability
- Public meeting facilitation
- Have significant ties to South King County or Port Angeles

Qualifications

- Able to make in-person site visits, meetings and events (covid permitting) in Algona and Port Angeles with occasional evenings and/or weekends required
- Willingness to work on a range of tasks and adapt to shifting needs
- Experience, success and interest in working with diverse populations
- Self motivated and capable of working independently
How to Apply

Interested candidates should send a cover letter, resume, and at least three references in PDF format to jobs@futurewise.org. Please make the subject of your email “(Last Name) – WFWPC” and address the cover letter to the Hiring Manager and label any submitted materials, including the cover letter, resume, and references with your last name. The position is open until filled, but candidates that submit materials by Monday, February 28th, 2022 will be given priority. Applicants who live in or near Algona or Port Angeles are strongly encouraged to submit an application.

NO PHONE CALLS PLEASE

Commitment To Racial Equity & Equal Opportunity Employment

Futurewise is committed to sharing our power, political access, expertise, and voice with communities of color and marginalized communities to encourage natural and built environment outcomes that reflect and respond to their priorities, and to working alongside those communities to dismantle systems of oppression in Washington State.

Futurewise is an Equal Opportunity Employer that values diversity in all areas of its operations. We are committed to equal opportunity in employment and promotion for all qualified persons without regard to race, color, age, religion, sex, marital status, sexual orientation, gender identity, national origin, citizenship, military or veteran status, the presences of any sensory, mental or physical disability, pregnancy and childbirth, family responsibilities, or any other basis protected by applicable laws, regulations, or guidelines relating to discrimination in employment.