



## Audubon Society of Rhode Island



**Position Title:** Stormwater Education and Outreach Coordinator

**Department:** Advocacy

**Location:** Smithfield Office, with remote work flexibility

**Reports to:** Program Manager

**Classification:** Salaried, Exempt, Full time, Regular, Funded for 1-Year and future years' dependent on fundraising

**Summary:** The Audubon Society of Rhode Island and the Providence Stormwater Innovation Center are seeking a qualified candidate to oversee training, public outreach and volunteer coordination at Providence Stormwater Innovation Center in Roger Williams Park. The Innovation Center is a collaboration between Audubon, The Nature Conservancy and the City of Providence and provides 1) hands-on, in-classroom and virtual training on stormwater design, construction and maintenance of green-infrastructure 2) data on the effects of green-infrastructure function on water quality 3) public education and outreach on stormwater pollution and treatment. [www.stormwaterinnovation.org](http://www.stormwaterinnovation.org)

The Coordinator position is a full-time position, fully funded for one year. Funding for future years is subject to successful fundraising. The Coordinator will work under the supervision of the Innovation Center Manager and in collaboration with outside partnering agencies. The yearly salary is \$51,000, plus health and retirement benefits.

**Work location and schedule:** The Coordinator position is based in Audubon's Smithfield location, 12 Sanderson Road, with remote work flexibility. Outdoor fieldwork, tours and training are part of the position's duties. This position works a 35-hour workweek, and is an exempt position. Audubon's typical work schedule is 9:00 a.m.–5:00 p.m. Monday– Friday. Occasional weekend event or volunteer coordination responsibilities will be required.

**Job Description:** The Coordinator will develop and deliver curriculum and training to stormwater professionals in Rhode Island and Southeast New England. The content of the trainings will focus on stormwater and green infrastructure design, construction and maintenance. The trainings will bring together experts in their driplines to share knowledge and lessons learned. The Coordinator will also engage and educate the local community through volunteer programs, school outreach programs, festivals and events, social media and web-content.

**The ideal candidate will have the following competencies:**

- Optimizes work processes: Understands how to get things done using effective and efficient processes with a focus on continuous improvement.
- Ensures accountability: Holds self and others accountable to meet commitments.
- Drives results: Consistently achieves results, even under tough circumstances.
- Collaborates: Builds partnerships and works collaboratively with others to meet shared objectives.
- Values differences: Recognizes that different perspectives and cultures bring value to an organization.
- Communicates effectively: Ability to develop and deliver multi-mode communication that

- convey a clear understanding of the unique needs of different audiences.
- **Instills trust:** Gains the trust and confidence of others through honesty, integrity, and authenticity.
- **Enthusiasm:** for work associated with water quality and environmental improvements and community engagement.

**Primary job responsibilities include but are not limited to:**

- Create curriculum for green infrastructure maintenance and construction trainings.
- Coordinate and deliver in-person green infrastructure trainings in Roger Williams Park and collaborate with partners, volunteers, and community members.
- Plan, organize, and promote the annual events and educational projects.
- Recruit, train and manage volunteers for multiple Providence Stormwater Innovation Center participatory science programs.
- Create engaging content for social media, website and traditional media outlets.
- Research and document information about stormwater best management practices (BMPs) and assist with monitoring green infrastructure in the Providence metro area.
- Expand our interactive mapping with geographic information system (GIS) software.

**Minimum Qualifications:**

- Bachelor's degree and a minimum of 2 years related work experience or equivalent combination.
- Experience working on projects related to water quality and environmental improvements and community engagement.
- Strong training, facilitation, organizational skills.
- Experience in effectively synthesizing and orally communicating technical information to a wide variety of audiences.
- Experience working effectively and collaboratively with a wide range of people in multi-cultural spaces, organizations and/or government.
- Experience using Microsoft programs for document and spreadsheet production, presentations, and planning (e.g., Word, Excel, PowerPoint, and Outlook).
- Ability to work remotely and irregular hours, including nights, as needed.

**Desired Qualifications:**

- Background/experience in teaching, education and curriculum development.
- Experience with event planning and outreach.
- Knowledge of principles of stormwater management and green infrastructure.
- Experience using website management systems and creating content.
- Knowledge of geographic information system (GIS) software and content creation.
- Experience managing volunteers.
- Bi-lingual fluency in English and Spanish is a plus.
- Self-starting, independent worker.

**How to Apply:** Please submit a cover letter and resume via email to Ryan Kopp, Program Manager, [rkopp@asri.org](mailto:rkopp@asri.org) and put "Stormwater Education and Outreach Coordinator" in the subject line. Applications are on a rolling basis until the position is filled. Any additional questions please contact Ryan Kopp, 719-214-1269.

*The Audubon Society of Rhode Island is committed to a policy of equal opportunity for employment. Employees and applicants are assured of fair treatment in employment placement and promotional practices and will not be discriminated against, regardless of race, age, religion, color, gender, sexual orientation, marital status, national origin, disability, gender identity or veteran status.*