



Job Announcement: Stewardship Manager

November 16, 2022

LOCATION: SEATTLE, WA

COMPENSATION: \$55,000 - \$65,000

Puget Soundkeeper is hiring a full-time Stewardship Manager. We seek a passionate, community-focused professional with a commitment to clean water and healthy communities who can help sustain and grow our partnerships with communities, volunteers, members, and participatory scientists. The Stewardship Manager will lead Soundkeeper's year-long volunteer programming and work on our community education, restoration, and engagement efforts, and reports to the Clean Water Program Director. This role allows for limited, flexible remote work but the chosen candidate must reside in the Seattle area.

Please note: Data shows that women and BIPOC candidates often hesitate to apply for a job because they may not meet all the qualifications listed. Our job descriptions are general overviews, not a mandatory comprehensive list. If you feel passionate about our efforts and believe that you have the skills to contribute to the growth of our organization, we want to hear from you!

Key Responsibilities

- **Lead Community Science (25%).** From mussel monitoring to salmon surveys and microplastics, you'll launch, support, and continuously improve our community science programs, Sound-wide.
- **Lead Community Clean-Ups & Patrols (25%).** Plan and run Soundkeeper's public service projects, including our kayak patrols, community clean-ups (including International Coastal Clean-Up and Earth Month events), and support our "host-your-own" clean-up kits.
- **Support Other Volunteer Projects (20%).** Work with other departments (including Law & Policy and Development) to co-develop and/or support events such as sponsored clean-ups, "walk-and-talks", membership events, and more.
- **Support Youth & Adult Education (20%).** Work closely in support of Soundkeeper's [Lost Urban Creeks](#), schools, and educational priorities, engage the public at festivals and events.
- **Management & Coordination (10%).** Directly manage Soundkeeper's AmeriCorps Service Member(s)/Intern(s). Coordinate staff roles at cleanup events across the whole organization, including through a close working relationship with Soundkeeper's Development Department.

Overall, Soundkeeper seeks someone with attention to detail, who is comfortable working with communities and our volunteers in a wide array of situations, can multi-task under tight deadlines, is excited to help educate the public about clean water, and who is willing to help colleagues where and when needed as a full member of our all-hands-on-deck team.

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Other Potentially Relevant Qualifications

- 3+ years of experience in volunteer coordination/community engagement project management, much of which should include environmental education, policy or science experience.
 - Experience with environmental issues relating to water quality and Puget Sound topics is preferred, along with an aptitude for quickly grasping new technical information.
- Confidence and experience kayaking (and/or other on-the-water activities) and desire to work outside in varying weather conditions.
- Experience developing effective project materials and identifying key audiences, messaging, and tactics that support project goals.
- Experience or interest in learning ArcGIS or other geographic data analysis skills.
- Strong education, presentation, and communications skills with an ability to communicate clearly in person and in writing to both internal and external audiences.
- Experience in cross-cultural community engagement, comfort speaking to diverse audiences, strong interest in advancing equity in the environmental movement, and an understanding of systemic barriers to participation.
- Growth mindset, interest in lifelong learning and in developing leadership skills.
- Independent self-starter who works well in a collaborative, fast-paced environment.
- Passion for Soundkeeper's mission.

The Stewardship Manager salary range is \$55,000 - \$65,000 depending on qualifications and experience. The position provides full health care and other benefits, including a closed-office winter holiday during the last week of the calendar year, employer-paid LTD policy, flexible work scheduling, and more. Any successful candidate must have daily access to a car (approved mileage and parking expenses will be covered by Soundkeeper) and be willing to work, as needed, on some weekends.

About Puget Soundkeeper

Puget Soundkeeper's mission is to protect and enhance the waters of Puget Sound for the health and restoration of our aquatic ecosystems and the communities that depend on them. The organization was just the sixth "Waterkeeper" organization created and is a founding member of the Waterkeeper Alliance, a global network of clean water advocacy groups with over 340 Waterkeepers worldwide. Since 1984, Soundkeeper's highly effective team has taken on numerous significant legal battles, driven campaigns with local and national implications, and supported communities grappling with environmental injustice.

The work continues. Every day we are learning new ways to be better stewards of the Sound, and we seek to make decisions informed by this learning that will advance clean water progress. Working with our community partners and local leaders, there is much work to do in order to achieve our shared goals for the waters of the Puget Sound and Salish Sea.

How to apply

Please submit a resume and 1-page cover letter, saved as a single PDF document titled as your name (**Last.First.pdf**) with "**Stewardship**" in the subject line to our team at resumes@pugetsoundkeeper.org.

Applications will be considered immediately and on a rolling basis, and the position will remain open until filled. Soundkeeper's goal is to have the candidate selected and ready to start work as soon as possible. Contact us for any questions at resumes@pugetsoundkeeper.org (no calls please).