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Regional Manager – Land Resilience Partnership – Full Time

Daily Acts is thrilled to be launching the Land Resilience Partnership (LRP), a new program that will help build localized drought resilience starting in Petaluma and spreading to Sonoma County. We are looking for someone who is organized, passionate, and ready to collaborate with a lot of amazing partners on the mass implementation of water-wise gardens, rainwater catchment, graywater and more! Do you love managing big projects with lots of moving parts and people? Join our fun and enthusiastic team to help take our low tech, low cost, nature-inspired solutions to climate change to the next level!

Our daily actions can make a big impact; are you ready to take heart, take part, and take action in your community? Apply today!

About Daily Acts

For over 20 years, Daily Acts has been at the forefront of small groups driving big change by unleashing the power of community. In the last five+ years we have provided a leadership response to repeated record fires, drought, pandemic and the climate emergency. This has ranged from launching grassroots funding initiatives and installing gardens for fire survivors to fostering networks and coalitions, training community and youth leaders and driving a people-powered approach to climate policy. Because we believe change starts with each of us, Daily Acts is committed to staff self-care and resilience, offering mindfulness practices and self-development on a range of topics, from mind-body medicine to racial equity.

About this Position

Under the guidance of the Programs Director, the Regional Manager will oversee, plan, implement, track and administer the \$6 million grant funded Land Resilience Partnership program. This position will hire and manage staff and contractors; coordinate and build relationships with community, business and City partners; and support site assessments, design and installation of water saving solutions at the residential and public scale.

This is a full-time (40 hours/week) position that is based in Petaluma. It allows for a flexible schedule with weekend and occasional evening hours required to coordinate community outreach and installation events. This position will spend roughly 50% of time in the office and 50% in the field.

Responsibilities

- Work collaboratively with directors and grant partners to plan and manage project deliverables
- Oversee all aspects of grant management including: community outreach and engagement; social and traditional media; promotion and marketing; project design and installation; project follow-up; reporting; and tracking
- Track hours towards grant deliverables to prepare monthly invoices and reports.
- Ensure that internal systems are utilized to solicit feedback and measure program metrics and impacts
- Collaborate with grant partners on contractor solicitation and management

buy local, organic, fair trade • question disposable lifestyles • reduce, reuse, recycle • empower, enrich, enlist others



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- Develop scope, budget, and timeline for residential volunteer based projects including: materials acquisition, logistics; volunteer recruitment and management
- Manage client relationships with grant partners, municipal partners, businesses, contractors and community members
- Supervise Special Projects Coordinators and volunteers
- Network and build relationships to generate new projects, contracts and grant opportunities

Required Qualifications

- Highly organized with experience managing complex projects with shifting timelines
- Comfortable public speaker with proven verbal and written communication skills
- Ability to juggle a diverse array of tasks to a high standard
- Self-starter, who can take initiative and troubleshoot problems effectively
- Team player with excellent interpersonal communication, group facilitation and collaboration skills
- Ability to thrive in a fast-paced environment with competing demands, while maintaining a grounded, positive and proactive attitude
- Experience using Microsoft Office Suite, landscape design (Sketch-up) and project management (Asana) software
- Integrity, credibility and a commitment to and passion for the Daily Acts' mission

Preferred Experience

- Experience with design, planning or project management of landscape installations or construction projects, including rainwater catchment, rain gardens, swales, other LID, and graywater
- Willingness to support field work including digging, shoveling, planting, and lifting (up to 50 lbs) and loading heavy materials
- Knowledge of issues around water conservation, stormwater management and watershed health
- Well-developed network of contacts (community, business, municipal, school, etc.) within Sonoma County

Perks of Working for Daily Acts

- Make a difference in your community while building your network of support
- Be a part of a passionate team committed to the mission and culture of proactive action
- Participate in staff trainings to grow knowledge and skills in water conservation, equity and personal leadership practices
- A combined in-office and home schedule
- Enjoy casual office attire and attitude with potential for flexible schedule

Statement on Equity

Daily Acts believes that, in order to support connected, climate-resilient and healthy communities for all, historically underrepresented people must be empowered decision makers in mitigating and adapting to climate change. This means all people - no matter color, age, income level, physical attributes, gender identity, sexual orientation, religion, citizenship status, and country of origin or language - are empowered



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in the co-creation of a healthy, inclusive, and equitable world. We believe we can perform our mission better with a team that is diverse and inclusive and we bring this belief to our employment decisions.

Our team is working to expand Spanish language programs and resources, to deepen into equity as a process and a goal, and to advocate for policies that ensure a fair distribution of resources. We believe in the power of our daily actions to be the change by embodying a culture that celebrates the diversity and wisdom in all worldviews. We invite you to view our Equity Framework on our website for further details.

Compensation

Pay for this position ranges from \$28 - 36/ hour. Compensation will be commensurate with experience. Daily Acts offers a benefits package including medical insurance (50% employer paid, increase to 75% employer paid after 2 years), paid holidays (11.5 days annually), paid vacation (15 days annually), and paid sick time.

How to Apply

Please submit a cover letter and resume to jobs@dailyacts.org with Regional Manager - LRP in the subject line. Position open until filled. Cover letters, which must be no longer than 2 pages, should detail your qualifications for the position.