



JOB TITLE

Climate Engagement Associate

JOB SUMMARY

The Mystic River Watershed Association (MyRWA) seeks a Climate Engagement Associate to engage community members and organizations in the upstream Mystic communities (including Arlington, Burlington, Cambridge, Everett, Lexington, Malden, Medford, Melrose, Reading, Somerville, Stoneham, Watertown, Winchester, and Woburn). This person will join a dynamic, collaborative team working on community-informed designs of local park and resilience projects to help vulnerable residents in the face of the changing climate.

WHO WE ARE LOOKING FOR

This is a new position at MyRWA and has great potential for professional and personal growth. The Climate Engagement Associate will take the lead in building relationships around the impacts of stormwater flooding and other issues residents are facing due to climate change, focused on the upstream Mystic communities. This position will meet residents where they live, whether one-on-one meetings with residents and local leaders or in larger public events.

The Climate Engagement Associate will report to MyRWA's Community Organizer. This is an external facing role, with the work centering on getting to know the community by attending public meetings, having conversations, and hosting gatherings to understand resident's interests and concerns. Over time, this person will initiate new projects, be MyRWA's key contact for neighborhood leaders, and bring new ideas and relationships into the organization.

We seek motivated candidates who value collaboration within our organization and are energized by finding new and meaningful ways to build relationships with community members and partners.

WHAT YOU'LL GET TO DO

The major components of the job include:

Community Building (40%): Reach residents and community-based organizations who are traditionally left out of public processes and decision making using both traditional and innovative methods to ensure our open space and climate solutions best meet people's interests and needs.

- Building relationships and trust by participating in others' meetings and events, such as resident meetings, neighborhood association meetings, and coalition convenings
- Outreach to new community partners and residents through tabling, one on one meetings, and other engagement activities
- Identifying and recruiting residents and community-based organizations to be a part of community steering committees and stakeholder groups for local climate projects

Community Events (30%): Host events for residents and community-based organizations (CBOs)

- Plan and lead creative and engaging events in each identified community with CBOs and potential community volunteers
 - Types of events will be broad and will vary based on community wants, but should have some component of learning about resident concerns around climate change impacts

General Engagement Support (30%):

- Partner with the engagement team to identify volunteer, education, and leadership opportunities that allow Upper Mystic communities to be more meaningfully engaged with MyRWA.
- Assist with environmental stewardship events and project outreach in the Upper Mystic communities
- Develop and present communications on urban climate resilience, how people can prepare for extreme weather, and how they can become more involved in local environmental projects

WHO WE ARE LOOKING FOR

There are innumerable ways to learn, grow and excel professionally. We know people gain skills through a variety of professional, personal, educational, and volunteer experiences.

We respect this when we review applications and take a broad look at the experience of each applicant. We want to get to know you and the unique strengths you will bring to the work. This said, we are most likely to be interested in your candidacy if you can demonstrate the majority of the qualifications and experiences listed below.

The ideal person for this position:

- Commitment to the health and wellness of communities that have been disproportionately impacted by climate change (vulnerable populations due to age, income, race, economic status) and a strong desire to work with these communities to improve their conditions.
- Has strong interpersonal skills and likes people. A major part of this job is interacting with community leaders and residents.
- Ability to establish trusting relationships with people from a wide range of cultural and economic backgrounds.
- Works well both independently and as part of a team. This position is collaborative and highly entrepreneurial.
- Has excellent analytical, organizational, and verbal communication skills, including active listening.
- Is able to manage multiple tasks/projects at the same time and prioritize among competing opportunities.
- Has a driver's license.
- Is proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and Google Suite.

Position preferences

The following skills and experiences are preferred but not required:

- Bachelor's degree plus 1-3 years of work experience. Non-degreed candidates with equivalent skills and three years of work experience are strongly encouraged to apply.
- Relevant professional backgrounds: community organizing/campaigning; public health, social resilience, environmental/climate justice, non-profit advocacy, urban planning.
- Passion for climate justice and relevant issues.
- Familiarity with one or more of the following communities: Arlington, Burlington, Cambridge, Everett, Lexington, Malden, Medford, Melrose, Reading, Somerville, Stoneham, Watertown, Winchester, and Woburn
- Is fluent in a second language relevant to our watershed (e.g., Portuguese, Spanish, Haitian Creole).
- Basic graphic design skills are a plus (e.g., Canva, Publisher)

MyRWA seeks to be representative, at all job levels, of the people we serve in our watershed. We are an equal opportunity employer and we encourage applications from

people of color, LGBTQIA people, people living with disabilities, military veterans, re-entry citizens and other under-represented populations.

WHAT WE OFFER

This is a full-time position with the Mystic River Watershed Association with a salary range of \$54,000 to \$60,000 dependent on experience and skills. Our paid time off policy includes 15 days paid vacation in your first year of employment and rises to 20 days in your second year of employment. We offer 12 paid holidays, and 6 sick paid days per year (and effective 1/1/2025, 12 paid sick days a year). MyRWA benefits include health insurance (MyRWA covers 80% of employee premiums on employer sponsored plans), immediate eligibility for participation in a 401k retirement plan with a 4% employer match and paid parental leave.

WORK EXPECTATIONS AT MyRWA

We are a hands-on team and seek employees who are passionate about our work and service to our community.

We continue to adapt to safety protocols related to COVID-19 as we understand them. For the safety of the community, all MyRWA employees are required to be vaccinated.

Our office is located in the town center of Arlington, Massachusetts. Free street parking is available next to our office, which is a 1 minute walk from the 77 and 79 bus lines on Massachusetts Avenue. Local travel within the watershed area is anticipated, including opportunities to work at external events. This position is about engaging with residents in our watershed communities — evenings and weekends are common. Staff members are expected to flex time appropriately. The position will not work more than 40 hours per week and it is expected that you will work in the office two days a week. This role may involve minor physical activity.

EQUAL OPPORTUNITY EMPLOYER

If you see yourself in this job description but don't feel like you meet every single criteria, we encourage you to apply anyway! Research shows that individuals from historically marginalized groups tend to self-select out of opportunities at higher rates. We take a holistic approach to all of our hiring practices and want to hire those who best align with our mission and goals.

MyRWA seeks to be representative of the people we serve in our watershed at all job levels. MyRWA does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities. We are an equal-opportunity employer and encourage applications from people of color, LGBTQIA people, people living with disabilities, military veterans, re-entry citizens, and other underrepresented populations. MyRWA is prepared to accommodate applicants with impaired vision and/or hearing.

Please call, mail, or email us to notify of a concern that you have about accessing information, submitting information or participating in job interviews. If you know of someone who is having difficulties accessing materials, please email us at jobopportunity@mysticriver.org and/or call us at (617) 865-6580.

Applicants must be authorized to work for ANY employer in the U.S. We cannot sponsor or take over sponsorship of an employment Visa at this time.

HOW TO APPLY

Please send a resume and one page on why you would be a good fit for the job to jobopportunity@mysticriver.org with the subject line Climate Engagement Associate. Preference will be given to applications submitted by September 17. The position will be open until filled.