



Protecting our water, our land, our communities

Communications & Community Engagement Manager Job Posting

Reports to: Senior Director of Advancement

Status: Full-Time, Exempt

WHY JOIN NRWA?

At NRWA, we believe people are our greatest investment. We're building a team of curious, mission-driven professionals who are eager to learn, embrace new challenges, and grow alongside the organization. We don't simply hire people to meet today's needs. We hire people with the potential to help build tomorrow's organization.

We're passionate about protecting our waterways and landscapes of the Nashua River watershed, and we're looking for people who share that passion. As NRWA grows, you'll have the opportunity to grow with us, taking on new challenges, expanding your skills, and helping shape the future of both the organization and your own career.

POSITION SUMMARY

The Nashua River Watershed Association (NRWA) is seeking a curious, creative, and mission-driven communications professional to help tell the stories that inspire people to protect the rivers, forests, wetlands, wildlife, and communities of the Nashua River watershed.

Working closely with the Senior Director of Advancement and collaborating across the organization, you'll play a central role in shaping how NRWA connects with members, donors, volunteers, partners, and the broader community through compelling storytelling, impactful communications and meaningful community engagement.

As NRWA continues to grow, this position offers an exceptional opportunity to grow alongside the organization. You'll work across communications, community engagement, donor stewardship, and development operations, gaining broad experience while advancing a worthy environmental organization.

CORE RESPONSIBILITIES

1. Communications & Storytelling

Help tell NRWA's story in ways that educate, inspire, and motivate people to engage with and support our mission.

- Develop engaging content for newsletters, email campaigns, the website, social media, blogs, print publications, and other communications.

- Translate scientific, educational, and conservation work into clear, engaging communications for a variety of audiences.
- Help steward NRWA's brand by ensuring a consistent voice, visual identity, and messaging across all communications and public-facing materials.
- Coordinate photography, video, digital and print publications, and other visual content that brings NRWA's work to life.
- Support timely advocacy communications and action alerts that encourage informed community participation.

2. Community Engagement & Public Outreach

Build meaningful relationships that connect people with the Nashua River watershed, inspire community involvement, and strengthen support for NRWA's mission.

- Maintain and enhance NRWA's website with timely, engaging, and accurate content.
- Lead NRWA's digital communications by creating engaging content, building active online communities, fostering authentic audience engagement, and exploring new opportunities that expand NRWA's reach and inspire action.
- Attend programs, events, volunteer activities, and field work to discover stories, capture photography and video, and build relationships that reflect NRWA's mission and impact.
- Represent NRWA at community events, partner meetings, and outreach opportunities, serving as an enthusiastic ambassador for the organization's mission and values.

3. Advancement Operations & Development Support

Support a positive donor and member experience while helping strengthen the systems and operations that support NRWA's Advancement Department.

- Process gifts, memberships, acknowledgements, and donor communications using the organization's CRM.
- Maintain accurate constituent records and support data integrity within NRWA's CRM.
- Support fundraising campaigns, membership initiatives, stewardship activities, grant administration, and special events.
- Prepare reports and supporting materials for fundraising initiatives, committee meetings, and leadership.

QUALIFICATIONS

- Bachelor's degree in communications, marketing, nonprofit management, journalism, environmental studies, or a related field, or equivalent professional experience.
- 3+- years of professional experience in communications, marketing, public relations, nonprofit advancement, or a related field.
- Exceptional written, editing, and verbal communication skills.
- Demonstrated ability to prioritize work effectively while managing multiple projects and deadlines.
- Strong organizational skills with exceptional attention to detail.

- Naturally curious, eager to learn, and able to work independently.

PROFESSIONAL SKILLS & TECHNICAL EXPERIENCE

- Demonstrated success creating social media content, building online communities, and increasing audience engagement across multiple digital platforms.
- Experience developing e-newsletters and website content that build relationships, increase engagement, and inspire action.
- Understanding and exposure to content management systems (WordPress preferred).
- Familiarity with CRM/database systems (Bloomerang preferred), Canva, Adobe Creative Suite, or similar graphic design software
- Photography, videography, and basic video editing skills a plus
- Proficiency with Microsoft Office and Google Workspace.

JOIN OUR TEAM

At NRWA, we're looking for people who are excited by our mission, eager to learn, and ready to make a meaningful impact.

Don't meet every qualification? If this opportunity interests you, we encourage you to apply, even if your experience doesn't align perfectly with every qualification. We value diverse experiences and perspectives and recognize that strong candidates can bring skills and strengths that aren't captured by a checklist.

We believe our team is strongest when it reflects a diversity of backgrounds, experiences, perspectives, and ideas. We are proud to be an Equal Opportunity Employer and are committed to creating an inclusive workplace where everyone feels welcomed, valued, and supported.

Please send cover letter and resume to: Sarah Rose at sarahr@nashuariverwatershed.org with the Subject line Engagement Manager.