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Visit our website at: allianceforthebay.org*

Position Announcement: **Virginia Agriculture Projects Manager**

About the Alliance:

The Alliance for the Chesapeake Bay (Alliance) is a regional nonprofit organization whose vision is clean streams and rivers flowing through resilient landscapes, cared for by the people who live, work, and play in the Chesapeake Bay watershed; and whose mission is to bring together communities, companies, and conservationists to improve our lands and waters. The Alliance was founded in 1971 and has offices in Annapolis, MD, Lancaster, PA, Washington, D.C., and Richmond, VA.

Job Description:

This position will work on a wide range of water quality improvement projects focused on agricultural and forestry conservation best management practices, agricultural community engagement, riparian and upland reforestation, and more. The successful candidate will have excellent communication and organization skills and an understanding of water quality and agricultural and forestry land use issues affecting Virginia and the Chesapeake Bay Watershed. The Agriculture Projects Manager will interact often with farmers, other landowners and local residents, members of the business community, local governments, and other nonprofits. The ability to form strong relationships and work in partnership with a variety of audiences is essential. This position will involve extensive fieldwork.

The Alliance seeks a candidate that demonstrates creativity and foresight in implementing their tasks, with the ability to work independently and on numerous projects simultaneously. While the position will assist with existing projects, the Alliance seeks out applicants who will excel in developing innovative solutions, partnerships, and projects of their own.

Specific Duties of the Position:

- Build and manage relationships with farmers, agricultural consultants, contractors, federal and state agencies, corporate partners, soil and water conservation districts, and other industry stakeholders
- Manage project tasks, contracts, budgets, workloads and grantor reporting obligations. Ensure project deliverables are successfully met.
- Lead and collaborate on securing project funding through state, federal, and other grant programs to expand the impact of Virginia-based agricultural and forest projects.
- Coordinate agricultural conservation projects from concept to completion, including landowner engagement, partnership facilitation, planning, budgeting, and ensuring long term success.
- Assist and coordinate reforestation duties, including planning, logistics, site preparation, planting, and maintenance.
- Inform communications materials, deliver presentations, and workshops to the general public.
- Recruit, train, and motivate landowners, partners, and volunteers in restoration work.
- As appropriate, participate in internal teams catered toward planning broader organization-wide programmatic work.
- Manage office administrative tasks and other tasks as assigned.

Minimum Qualifications & Experience:

- Bachelor's Degree in agriculture, forestry, natural resources, environmental science, ecology, or a related field.
- 4+ years work experience in the environmental sector, which may include internships. An advanced degree in a related field may substitute for one year of professional experience.

- Experience working with farmers and soil and water conservation districts conducting outreach in support of the implementation of agricultural best management practices and Virginia's Agricultural Cost-Share Program, as well as other state and federal cost-share programs, such as the USDA Conservation Reserve Enhancement Program (CREP) and the Environmental Quality Incentives Program (EQIP)
- Ability to work in the field, comfortable working outdoors and sometimes lifting heavy objects.
- Effective writing and other communications skills.
- Excellent organizational and time-management skills.
- Detail-oriented, flexible, and able to manage multiple projects and tasks.
- Desire and ability to work independently or as part of a team in a self-directed, small-office environment and to manage priorities and meet deadlines especially during times of peak activity.

Additional Desirable Expertise, Interests, and Skills:

- Understanding of Virginia ecosystems, flora, and fauna.
- Plant identification, particularly native and invasives common in VA ecosystems.
- Design and/or installation of agricultural best management practices, riparian forest buffers and upland reforestation, conservation landscapes, and/or forest management best practices, and/or
- Experience working with a variety of aforementioned stakeholders in a professional setting.
- Knowledge base of Virginia local government structure and the role and structure of Virginia Soil and Water Conservation Districts.
- Experience ESRI ArcMap 10.1+, Google Workspace, and Microsoft Office.
- Experience writing newsletters, press releases, articles, or other outreach materials.
- Understanding of basic invoicing and project budgeting.

The Alliance aspires to be an inclusive multicultural organization that celebrates the rich dimensions of diversity such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical abilities, religious and political beliefs. We are committed to ensuring diversity and inclusion remain integral to our organizational structure, policies, board of directors, staff, strategic goals, grants, partnerships and program delivery. The Alliance believes a broad base of participation and partners reflecting all of society is needed to be successful in the Chesapeake Bay Watershed restoration effort. Visit www.allianceforthebay.org/DEI to learn more.

The Alliance for the Chesapeake Bay offers a family friendly, flexible work environment. We are committed to building a diverse team and strongly encourage candidates from all backgrounds to apply. If you meet more than 75% of the qualifications of this description, we encourage you to submit an application.

Supervision: The Virginia Agriculture Projects Manager will report directly to the Virginia State Director.

Hours and Location: The Virginia Agriculture Projects Manager will be based at the Alliance's Richmond, Virginia Office, though significant work will focus in the central and Ridge and Valley regions of Virginia so substantial remote work is anticipated. Some night and weekend work may be required. Travel throughout Virginia and the Chesapeake Bay watershed will be required. The position advertised is full-time (40 hours per week).

Salary: \$50,000+, commensurate with experience. Competitive benefits are available.

Application: Please email your cover letter, résumé, and list of 3 professional references to careers@allianceforthebay.org no later than **Friday, July 16, 2021**. Indicate "Virginia Agriculture Projects Manager" in the email subject line. No telephone inquiries, please.