



Employment Opportunity The San Diego River Park Foundation Field Associate

The San Diego River Park Foundation (SDRPF) was founded in 2001 to create a better future for the San Diego River and San Diego. Additional information about the organization is available at www.sandiegoriver.org. We are seeking an energetic, self-motivated, reliable individual to fill the position of Field Associate. This person will work to engage community volunteers in service projects to increase appreciation and understanding of the San Diego River.

Responsibilities:

The San Diego River Park Foundation, in part, works to advance the health of the San Diego River ecosystem. We also believe that service is an excellent pathway to long-term stewardship and increased engagement with the San Diego River and its future. This person will play a role in coordinating and hosting events to engage the public in removing trash from the San Diego River and advancing our award-winning Trash-Free River initiative. Duties will include:

- Planning, coordinating and hosting volunteer clean-up events at least twice weekly (currently Wednesdays and Saturdays) along the San Diego River
- Coordinating, supporting, and securing permissions for additional volunteer- or intern-led events on an as-needed basis
- Coordinating and supervising volunteers to do this work, with group sizes ranging from 12-30 regular, trained volunteers to larger groups of 75-150+ first-time volunteers
- Work with staff to sustain and grow volunteer engagement with the San Diego River Park Foundation through these events
- Maintain records and update trash data in the field using MapperK2, a smartphone app (<http://immapler.com/sandiegorivertrash/>)
- Along with other staff, coordinate communications to provide updates and reporting with landowners, partners and stakeholders related to clean-up activities
- Train and supervise unpaid intern(s) to assist with volunteer events
- On occasion, this staff person will also plan, coordinate and host service events for private business groups, including clean-ups and other stewardship activities
- Other duties as assigned

Reporting: This position reports to the Clean River Manager, but will work as a member of a team.

Hours: Part-time (20 hours/week)

Compensation: \$14 per hour

The ideal candidate will:

- Be committed to the environmental mission of organization
- Have documented volunteer coordination, community outreach, partner management and/or community organizing
- Be an outgoing people-person with demonstrated experience motivating and managing volunteers
- Must be able to and interested in working outdoors and getting dirty
- Must be comfortable with using smart phone/tablet technology to collect data
- Have strong navigational skills for orienting self and team in the riverbed
- Have strong public speaking skills
- Be able to work in a dynamic, small office and with student-interns as well as volunteers of all types
- Be flexible, adaptable, and organized
- Have strong multi-tasking and prioritization skills and experience
- Basic knowledge of Excel, Word and PowerPoint
- Must be able to lift 25 pounds
- Must be able to traverse natural areas with uneven ground off-trail
- Must have a current driver's license and good driving record, and be able to drive a company-owned light duty truck
- Have a college degree or the equivalent in experience

Other Qualifications and Requirements:

- Event planning or experience serving as a volunteer leader preferred
- Past volunteer leadership training or management training is a plus
- Social media experience is a plus (Facebook, Twitter)
- Hepatitis A vaccination will be required for this employee
- Saturday work and some evenings may be required

This job description is intended as a guide to the general job responsibilities and is not inclusive of every duty the employee may be expected to perform.

The San Diego River Park Foundation is an Equal Opportunity Employer.

Deadline: Open until filled

Start Date: Immediately

To apply: Send a resume and cover letter to sarah@sandiegoriver.org with subject line "Job Inquiry: Field Associate." No phone calls, please.