



## Employment Opportunity The San Diego River Park Foundation Field Associate – Clean River Program

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The San Diego River Park Foundation 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](http://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 river clean-ups, trash data collection surveys, and other service projects to increase appreciation and understanding of the San Diego River.

### **Responsibilities:**

#### Field Events and Volunteer Engagement:

The San Diego River Park Foundation believes 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 for the public, including river field surveys, clean-ups, and potentially, other activities such as restoration projects. Duties will include:

- Planning, coordinating and hosting volunteer events to support our Trash-Free River program, at least two field events per week.
- Coordinating and supervising volunteers to do this work, with group sizes ranging from 2-20 regular, trained volunteers to larger groups of 75+ first-time volunteers
- Assist with contributing data to online data portal ([www.immappler.com/sandiegorivertrash](http://www.immappler.com/sandiegorivertrash))
- Work with staff to sustain and grow volunteer engagement with the San Diego River Park Foundation through these events
- Train, mentor and supervise unpaid intern(s) to assist with volunteer events
- Participate in planning with team to advance Trash-Free River goals
- Other duties as assigned

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

**Hours:** Part-time (20 hours/week).

**Compensation:** \$16.50/hour, plus paid time off and sick leave

### **The ideal candidate will:**

- Be committed to the environmental mission of organization
- Have documented volunteer coordination, community outreach, partner management and/or community organizing
- Self-starter interested in working independently

- Must be able to and interested in working outdoors and getting dirty
- Have strong navigational skills for orienting self and team in the riverbed
- Be able to work in a dynamic, small office and with student-interns as well as volunteers of all types
- Must be comfortable with using smart phone/tablet technology to collect data
- Have strong public speaking skills and commanding presence for volunteer events
- Be flexible, adaptable, and organized
- Have strong multi-tasking and prioritization skills and experience
- Basic knowledge of Google Suite, Word and PowerPoint
- Past experience and competency with Excel databases
- Must be able to lift 35 pounds and walk up to 5 miles on uneven terrain
- Must have a current driver's license and good driving record, and be able to drive a company vehicle (small 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, Instagram, Twitter)
- Hepatitis A vaccination will be required for this employee
- This position may require weekend work and occasional evening work
- Knowledge of local ecology, native and invasive plants is a plus
- Experience in GIS or database management a plus

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. This is an at-will position.

**Deadline:** Open until filled, applications will be reviewed starting September 24, 2021.

**Start Date:** Immediately, by October 16 or sooner.

**To apply:** Send a resume and cover email to [morgan@sandiegoriver.org](mailto:morgan@sandiegoriver.org). No phone calls, please. Email questions are welcomed. Please include in your cover email (or separate letter) your interest in the position and working with the organization.