



Job Description: River Trail Planning Senior Manager

Description

The San Diego River Park Foundation is reaching a critical period in advancing several projects of the San Diego River Trail, a planned 50+ mile public recreational trail and pathway. We are seeking to activate the community to advance these projects through a strategic approach of engagement with community leaders, elected officials, user groups and individuals. The River Trail will advance equity of access to public spaces, support alternative methods of travel, and connect people with the San Diego River. This position is an exempt position which will require someone who is strategic and will have discretion to develop and implement strategies. This Senior Manager must be a passionate advocate for nature and for everyone having access to it and its many benefits.

Trail Planning Senior Manager

The ideal candidate for this position has a proven track record of successfully organizing people creating coalitions to advance public policy and funding initiatives while excelling at engaging elected officials and their staff in a positive, productive way focused on outcomes and long-term relationship building. A variety of organizing tools will be used to engage and inspire people. The Manager must be an effective public speaker and strategic thinker. The person reports directly to the President and CEO and works closely with the SDRPF Public Project and Funding Committee, staff, partner organizations, volunteers and public agencies.

The position has three priority desired outcomes:

- Advancing one public project at a time. Currently, that is the West Valley Crossing.
- Ensuring the San Diego River Trail is incorporated in related project and planning efforts such as Mission Bay Park and Riverwalk SD.
- The success of stakeholder committees working in the headwaters and the Western 9 segments of the planned River Trail to advance individual trail segment priorities.

Responsibilities

- Public Agencies: manage efforts to engage elected officials and public agency staff to gain their support for advancing and funding public River Trail project as well as advancing other SDRPF priorities. Work with SDRPF staff and board committees to effectively advocate, coordinate meetings with agencies, and scheduling monthly committee meetings.
- Community Outreach: Lead community outreach efforts aimed at recruiting activists, new volunteers and members, informing the public about SDRPF's efforts to advance the San Diego River Trail, including virtual strategies and attending local community meetings and events.
- Partner Relations: Develop and sustain strategic partnerships, expanding collaborations with River Trail enthusiasts and community-based organizations. Organize and maintain a network of

community organizations and trail supporters, including facilitating virtual meetings, trail-side events and in-person meetings. This includes monthly regular meetings of River Trail stakeholders.

- River Trail Organizing: Work with the CEO to develop campaign strategies. Lead efforts to mobilize and connect members and ally partners to take action to advance priority campaigns, such as testifying/commenting at public hearings, sign-on letters, etc.
- Volunteer Management: Lead volunteer recruitment to support River Trail initiatives, campaigns and events. Establish and sustain a volunteer core that is trained, well networked and knowledgeable to advance SDRPF priorities. Manage SDRPF volunteer team of Trail Stewards working in the Western 9 segment of the San Diego River Park, including developing an overall volunteer plan, maintaining a schedule of volunteer opportunities, and coordinating with public agencies. Ensure SDRPF Trail Stewards feel well supported and have a great experience volunteering.
- Communications: Represent SDRPF in appropriate organizing and outreach venues. Produce high quality content to support engagement activities. Contribute to SDRPF communications regarding engagement activities and programs.
- Funding Support: Participate in grant-writing and reporting where relevant to trail planning activities. Lead any required report development for grant funding projects.

Required Qualifications

- 3 or more years of experience and demonstrated skills in directing campaigns, organizing and coalition building
- Demonstrated experience and outstanding skills in project management and meeting facilitation
- Demonstrated passion for being outdoor enjoying recreational trail and or bikeway planning
- Demonstrated excellent written and verbal communications, and public speaking experience
- Ability to manage multiple priorities, meet deadlines, and produce high-quality materials
- Demonstrate experience organizing and supporting volunteer doing pathway stewardship
- Excellent personal, mobile and cloud-based technology skills, including office software and social media platforms.
- Flexible and positive outlook in the face of big challenges like the public funding and long-term planning
- Experience writing and securing grants in the field of public parks and trails/pathways
- Existing connections in San Diego with trail/pathway users, government officials, and NGOs.

Because of the nature of this position, the person is anticipated to be out of the office much of the time and will have a shared office workspace. Remote work will be supported. The Manager must be in San Diego to participate in regular activities and in office meetings.

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. Some weekend, evening work will be required.

The San Diego River Park Foundation is an Equal Opportunity Employer. We encourage any interested who feels they are qualified to apply even if they do not meet every required qualification.

Reporting: This position report to the President and CEO of the organization and is part of the Planning Division of the organization.

Compensation: \$68,640 Annual Salary. SDRPF has an adopted pay scale and believes in pay equity and transparency. Compensation is reviewed on an annual basis as part of a performance evaluation.

Benefits: 10 paid holidays, 40 hours of sick leave annually, 2 weeks of PTO initially, health/dental benefits, and eligible for 401(k) 4% employer match. Flexible work schedule.

Application Process: Please send your resume along with highlights of how you meet select required qualifications to employment@sandiegoriver.org. Applications will be reviewed as they are received. An in-person interview is required. Finalist will participate in a field activity visiting the proposed West Valley Crossing, located less than a mile from the SDRPF office. A background check will be performed as a condition of employment. We are looking for a person to start as soon as possible.

SDRPF Office Location; 4891 Pacific Highway, Suite 114; San Diego, CA 92110. The office is located near the Old Town Trolley and Bus Station. Free parking is available at the SDRPF office.