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Visit our website at: [allianceforthebay.org](http://allianceforthebay.org)*

## Position Announcement: **Equity and Inclusion Projects Specialist**

### **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:**

The Equity and Inclusion Projects Specialist is a critical role in advancing the Alliance's commitment to diversity, equity, inclusion, and justice (DEIJ) programmatic efforts. The successful candidate will build upon the Alliance's emerging partnership with Bowie State University and engage other Historically Black Colleges and Universities (HBCUs) across the watershed. The Specialist will also coordinate seminar series and workforce development opportunities and serve as a key member of the organization's DEI Team in expanding and carrying out strategies to engage under-resourced Chesapeake Bay watershed communities through our Forests, Agriculture, Green Infrastructure, and Stewardship & Engagement program areas.

### **Specific Duties of the Position:**

- Explore and foster opportunities that create a continuous pathway for HBCU students from education, to hands-on experience, to career opportunities in the environmental sector, leveraging existing Alliance and/or partner projects.
- Assist Bowie State with volunteer water quality monitoring, outreach and education.
- Work with Bowie State towards the development of new environmental initiatives.
- Assist the Capacity Building Initiative Director and DC Regional Director to market our model and approach to other HBCUs, beginning in Maryland and DC, and identify collaborations. Long-term, explore additional opportunities to work with HBCUs through the Chesapeake Bay watershed.
- Assist the DC Regional Director in implementing the Alliance's internal DEIJ work plan.
- Assist program teams in seeking and identifying new projects with explicit DEIJ goals.
- Develop and implement Forum Plus events, especially those related to community engagement and DEIJ.

### **Minimum Qualifications & Experience:**

- Bachelor's Degree in environmental justice, social change, environmental studies, social justice, sociology, human services, history, political science, urban planning, or a related field.
- 3+ years work experience in the environmental or social justice sector, which may include internships. An advanced degree in a related field may substitute for one year of professional experience.
- Basic knowledge of environmental considerations impacting Chesapeake Bay watershed communities.
- Comfortable working with and leading efforts of a diverse set of stakeholders in various settings.
- Effective writing and 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 and as part of a team in a self-directed environment and to manage priorities and meet deadlines especially during times of peak activity.
- Experience with Google Workspace, and Microsoft Office.

**Additional Desirable Expertise, Interests, and Skills:**

- Grant writing and project management experience.
- Experience in fostering long-term community engagement.
- Experience giving presentations; and writing newsletters, press releases, or other outreach materials.
- Experience working with young adults in an academic setting.
- 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](http://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 Equity and Inclusion Projects Specialist will report directly to the Capacity Building Initiative Director, with additional oversight provided by the DC Regional Director.

**Hours and Location:** The Equity and Inclusion Projects Specialist may be based at the Alliance's Washington, D.C. or Annapolis, MD office, with some ability to work from home. Some night and weekend work may be required. Travel throughout 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](mailto:careers@allianceforthebay.org) no later than **Monday, October 11, 2021**. Indicate "Equity and Inclusion Projects Specialist" in the email subject line. No telephone inquiries, please.