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## Position Announcement: **Pennsylvania Agriculture Projects Associate**

### **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 Central Pennsylvania-based position will work directly with farmers and landowners on a wide range of water quality improvement projects focused on agricultural best management practices, agricultural community engagement, riparian and upland reforestation, and more. The ideal location for this position will be in Centre, Blair, Huntingdon, Mifflin or Juniata counties. However, strong candidates located in surrounding counties will be considered. The Pennsylvania Agriculture Projects Associate is a fast-paced, full-time position working under supervision of the Pennsylvania Agriculture Projects Manager to help advance the Alliance's Agriculture Program in Pennsylvania and throughout the Chesapeake Bay Watershed.

This position has a strong focus on outreach to farmers and private landowners. Substantial fieldwork is necessary, and, thus, field-savviness is integral to this position.

This position has a 18-month term with the opportunity to transition to a permanent role based on funding availability and performance.

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

- Support the coordination, planning, and implementation of agricultural conservation practices on farms in Central Pennsylvania, which includes:
  - Conducting landowner outreach to priority farms of Alliance corporate and community partnerships.
  - Provide direct on-site farm support as needed, variable from week to week.
  - Develop and maintain relationships with farmers, agricultural consultants, contractors, federal and state agencies, corporate partners, conservation districts, and other industry stakeholders through site visits and meetings as needed.
  - Helps ensure project deliverables are met by providing field inspections and site visits.
- Support the Alliance's overall Agriculture Program strategic efforts by:
  - Providing event support, meeting coordination, and other administrative assistance with appropriate oversight, such as programmatic and financial reporting.
  - Support corporate partners' strategy and planning.
  - Contribute to the Alliance's various Agriculture Program team efforts.

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

- 1+ years of professional experience (which may include internships) conducting outreach to and/or working with farmers or landowners on agricultural or forestry related best management practices. An advanced degree may be substituted for this professional experience qualification.
- Passion for and knowledge of agriculture, agronomy, and agricultural conservation practices

- Detail-oriented, organized, and able to manage multiple tasks and requests.
- Effective communication and public speaking skills.
- Ability to work successfully remotely and largely independently.

**Supervision:** The Associate will report directly to the Pennsylvania Agriculture Projects Manager

**Hours and Location:** The Agriculture Projects Coordinator is anticipated to be a full-time remote position. The ideal candidate will reside within the Central, Pennsylvania area in Centre, Blair, Huntingdon, Mifflin or Juniata counties. Candidates located in surrounding counties will be considered. Some travel to the Lancaster, PA Office will be required occasionally for meetings, events, and team activities. Some night and weekend work may be required. Travel throughout the Chesapeake Bay watershed is needed at times. The position is full-time (40 hours per week).

**Salary:** \$45,000 - \$50,500, commensurate with experience. Competitive benefits include: health, dental, and vision insurance, 403b retirement fund, life insurance, professional development opportunities, vacation, sick, and holiday and other leave, and more. The salary listed is an annual rate. This position has a 18-month term with the opportunity to transition to a permanent role based on funding availability and performance.

**Application:** The information listed below should be emailed to [Careers@allianceforthebay.org](mailto:Careers@allianceforthebay.org) no later than **June 22, 2025**. Indicate "Pennsylvania Agriculture Projects Associate" in the email subject line. No telephone inquiries please.

- Your resume
- A written response (2 pages total, max) to the following prompts:
  1. What excites you most about this position?
  2. What is your experience working in the field of Agriculture, specifically in Pennsylvania? *If you have not worked in Pennsylvania, please describe why you believe your professional agriculture experience is transferable to this particular region.*
  3. What strategies will you use to learn and manage multiple complex farm conservation projects?
- A list of 3 professional references.