Job Announcement

Title: Assistant Director of Environmental Advocacy and Field Programs (part-time)

Classification: Permanent

Agency/Organization: Friends of Blackwater, West Virginia

Website: www.saveblackwater.org

Job Description: Friends of Blackwater ("FOB") is seeking a part-time (30 hrs/week) assistant to the Director. The ideal candidate has training and experience in, and a passion for, environmental advocacy, science, and policy. Public speaking, writing, computer, and administrative/leadership/networking skills are required. Some of the work must be done at our office in Tucker County, WV – some can be done at home. Pay depends on experience. There is the potential for the job to become full-time, primarily dependent on fund-raising. We hope to hire someone who has the ability and interest to gradually take over much of the current workload and responsibilities of our current Director, who is planning to retire from full-time work.

Organization: Friends of Blackwater has existed since 2000 and has a current budget of $120,000 per year. FOB works to protect the unique wildlife and rare ecology of the Blackwater Canyon, West Virginia’s scenic “Crown Jewel” -- and the surrounding Allegheny Highlands region.

Friends of Blackwater is dedicated to protecting rare and endangered species, with a special focus on “Ginny,” the West Virginia northern flying squirrel, a signature species of the Highlands. FOB also works to clean up streams in the Blackwater River watershed that have been degraded by acid mine drainage, and to restore trout to headwater streams in the Monongahela National Forest. We watch over the “Mon” to protect the rare ecology of its million acres of public land from damaging energy development that could threaten its unique ecology. We promote outdoor recreation and heritage tourism and organize volunteers to build and maintain trails in Tucker County. We have a field office along the Blackwater River in Davis, WV, and an administrative office in Charleston, WV. FOB also has begun a new program, the Allegheny Highlands Climate Change Impacts Initiative, which does education and outreach about impacts and threats from climate change in the Highlands. See www.alleghenyclimate.org.

Job Duties (all under Director’s supervision): managing field programs, including water monitoring and remediation and wildlife research; writing and preparing publications; public outreach – organizing, attending and speaking at community events; fundraising and writing grants.

Preferred Qualifications:
*College degree or equivalent experience in environmental science/policy/communication.

*Must be able to work independently without close supervision but also work well as part of a team.

*Strong work ethic, commitment to scientific integrity, and sense of responsibility. Comfortable with taking sometimes controversial advocacy positions and if needs be, with challenging agencies and/or other entities that threaten natural systems.

*Prior experience with websites and social media, Microsoft Office, Excel and/or Access, desktop publishing, and GPS & GIS capacity are a plus.

*Must display good organizational skills and show a personal enthusiasm for the outdoors and wildlife.

*Must have personal vehicle.

*Must live near Davis, WV and be able to work out of the Davis Office of FOB.

To apply, send via email, to info@saveblackwater.org, a letter stating why you are interested in this position, with as much detail as you can comfortably provide -- and a resume which includes a detailed education and employment history. We are happy to try respond to any questions in the letter, but likely not until we have preliminarily reviewed submitted applications and resumes.