



ENVIRONMENTAL EQUITY

LIAISON-PART TIME

ESRCD DESCRIPTION:

The ESRCD supports Stanislaus County residents and farmers by providing education resources to improve the overall health of our communities, our natural systems and agricultural legacy. Resource Conservation Districts (RCD's) across California serve as local hubs for conservation, connecting people with the technical, financial and educational assistance they need to conserve and manage natural resources. RCD's help landowners, land managers, government agencies, and others to voluntarily protect, restore, and enhance natural resources on private and public lands. The East Stanislaus Resource Conservation District has ongoing projects that promote natural resource conservation in relation to farming and ranching operations, watershed-based habitat restoration and community education.

POSITION DESCRIPTION:

The Environmental Equity Liaison is a dynamic, creative, and driven individual in a leadership position, with a close working relationship with Program Managers and a direct reporting relationship to the Director of Engagement. The Environmental Justice Liaison is responsible for promoting ESRCD programs in underserved communities in Stanislaus County. The ESRCD outreach programs they are responsible for include information and resources regarding sustainable agricultural practices, urban agriculture, and conservation practices on private and public lands both inside and outside of city limits. This position will also organize and participate in community meetings, workshops, and events to gather input and address concerns related to environmental equity and impacts. They will gather information and inform ESRCD Program Managers of the needs of these communities regarding natural resources, climate resilience, food access, and other environmental issues. It is important they build strong relationships with underserved farmers, community leaders, and stakeholders to understand their needs and challenges. They will stay up to date on issues, events, and opportunities happening in different communities within Stanislaus County. They will empower community members through education and connections to resources. The ideal candidate will be committed to ESRCD's mission and organizational values, possess superior interpersonal and communication skills, bring experience in, and have the ability to work effectively with a wide range of internal and external stakeholders including staff and board members. The Environmental Equity Liaison will have the ability to work independently on projects, from conception to completion, and must be able to work under pressure at times to handle a wide variety of activities and confidential matters with discretion. This is a Part-time position.

DUTIES & RESPONSIBILITIES:

Executive Functions 5%:

Program Strategy and Oversight including strategic planning, budgeting, project development and funding development plans.

Administrative and Operations Functions 7%:

Maintain accurate records and documentation of activities, interactions, and outcomes.

Identify and facilitate access to financial, technical, and educational resources for underserved farmers.

General staff functions to participate in team meetings and project needs.

Programmatic Functions 75%:

Partnerships for ESRC D Programs.

Project Development work with the Director of Engagement and Program Managers on implementation plans.

Project Implementation / Staff Training to accomplish projects and programs

Project or Program Tracking / Evaluation of staff and project/program progress

Revenue Development Functions 5%:

Coordinate with local and regional organizations to maximize resource availability and impact. Promote collaborative problem-solving and consensus-building

Fee-for-service development when applicable to programs and projects.

Private fundraising to engage with community giving and support.

Communications & Outreach Functions 8%:

Strategic communications planning for program areas and project needs.

Promote collaborative problem-solving and consensus-building.

Digital and print communication products to provide direction on programs/projects.

Presentations and events to represent the ESRC D Programs.

QUALIFICATIONS:

- Fluency in both spoken and written English and Spanish is a Requirement.
- Bachelor's degree in social sciences, ethnic studies, history, sociology, environmental studies, or similar fields (In lieu of a Bachelor's degree, a High School diploma or Associates degree with at least 4 years of experience in community organizing, social justice, advocacy, or similar fields.)
- Excellent project management skills with meticulous attention to detail. Strong planning skills, including the ability to anticipate tasks, set priorities, meet deadlines and function smoothly under strict deadlines and shifting priorities.

- Exceptional writing and editing skills, experience with grant writing and proposal development.
- Valid California driver's license, clean driving record, and current auto insurance.
- Must be able to work under pressure and meet deadlines while maintaining a positive attitude.
- Strong written and oral communication skills.
- Proficient in Microsoft Office (Outlook, Word, Excel, PowerPoint and Teams), Adobe Acrobat, Customer Relationship Management Software, and Social Media web platforms. Google Suite.

WORK ENVIRONMENT:

This job operates in a professional office environment. Employees may occasionally be asked to at alternative sites for special events, Board functions, or for training meetings.

WORK HOURS:

This is a Part-time Position. Approximately 20 hours per week, with the possibility of Full-time. Must be available for mornings, evenings, and weekends as necessary for special events. The ESRCDC policy allows remote work scheduling with a requirement of two work days in-office or in-field. The ESRCDC offers flexible schedules with prior approval.

PHYSICAL REQUIREMENTS:

Candidates should have the ability to sit comfortably for a prolonged time period. Position will also include occasional standing, lifting items up to 40 pounds, walking, and bending/squatting. This position requires outreach in the community, including visiting event/program sites. This position will occasionally be engaged in community planting or improvement projects, such as community clean-ups/plantings, serving outside in various types of weather.