



## **We're Hiring: Nine Mile Run Watershed Association Urban Forestry Coordinator**

The [Nine Mile Run Watershed Association](#) (NMRWA) seeks an Urban Forestry Coordinator to help manage and improve the urban forest in our watershed. This is an exciting opportunity to make an impact in a diverse urban setting, for an individual with a passion for environmental sustainability. The Urban Forestry Coordinator leads NMRWA's efforts to restore and protect the Nine Mile Run watershed by increasing the size and health of the urban forest in the watershed, while educating and inspiring watershed residents by involving them in this work. The organization is just completing a new Watershed Forest Master Plan, the product of a year-long community effort. We are looking for an energetic and creative environmentalist to join the NMRWA team to begin to implement the plan's recommendations, and to continue building this successful program, which has planted and cared for nearly 1,000 street and landscape trees since 2004.

### **NMRWA Urban Forestry Responsibilities**

Begin to implement the new Watershed Forest Master Plan, including:

1. Communicate widely the findings and recommendations of the Watershed Forest Master Plan, coordinate education and outreach events, and engage a variety of watershed groups to increase awareness and understanding of the importance and benefits of trees.
2. Manage street tree data and our young tree database with ArcGIS to plan work, analyze trends, and report results.
3. Provide communities with technical assistance for tree planting projects, tree protection, policy updates, and tree maintenance.
4. Work with watershed municipalities and their Shade Tree Committees to develop municipal tree management plans for park and street trees; advocate for better tree policies.
5. Plan and coordinate volunteer tree planting events during spring and fall, and tree care events throughout the year
6. Plan and implement young tree maintenance annually.
7. Supervise tree stewardship staff or interns, and tree care volunteers during work projects.

### **General Responsibilities**

1. Represent NMRWA at meetings of Shade Tree Committees in the watershed municipalities;
2. Maintain complete records of all NMRWA plantings and stewardship activities; update street & landscape tree inventory with new information from boroughs at least once per year.
3. Work with partner organizations on regional urban forest health issues (e.g. emerald ash borer, oak wilt), and work with senior staff on effective strategies to address these threats in the watershed.
4. Present NMRWA Urban Forestry Program information at conferences as opportunities arise.
5. Present to community groups about the Urban Forestry program.
6. Assist with the [Rosedale Runoff Reduction Project](#) as needed, including siting street trees, species selection, and coordinating maintenance of NMRWA-installed stormwater street tree pits.



## Required Qualifications

- Bachelor of Science in Forestry, Environmental Science, Urban Ecology, Landscape Architecture, or related field.
- Minimum 2-4 years of work experience, which can include a combination of internships and part-time positions.
- Experience working with wide and diverse constituencies, including community residents, municipal officials, and business and nonprofit professionals.
- Demonstrated excellent communication and interpersonal skills. Great attitude and desire to collaborate with coworkers, community groups, and professional peers.
- Experience planning and coordinating volunteer events.
- A flexible schedule is required, in order to accommodate volunteer planting and tree care events. Many of these will take place on evenings and weekends.
- Basic Proficiency in using ArcView, ArcGIS, and/or ArcInfo Software.
- Experience with and/or knowledge of the management of natural resources – familiarity with ecology, urban forestry, and/or environmental restoration.
- Enjoy working outdoors in all kinds of weather and site conditions.
- Ability to drive a heavy-duty work truck. Valid driver's license and clean driving record required.
- Ability to lift at least 60 pounds.
- Willing to study for and pass the ISA Certified Arborist exam during first year in this position.

## Preferred Qualifications

- Master of Science in Forestry, Environmental Science, Urban Ecology, Landscape Architecture, or a related field.
- Recent experience developing educational materials on environmental topics for websites, newsletters, and/or brochures.
- ISA Certified Arborist credential already obtained, and is current.
- Project/program management experience, including developing budgets, scopes of work and/or implementation timelines.
- High level of proficiency in using ArcView, ArcGIS, and ArcInfo Software.
- Proficiency using social media, Adobe Creative Suites, WordPress, and Google Apps.

This is a full-time position with salary and full benefits. The Urban Forestry Coordinator reports to the Director of Policy and Outreach. **Please send a cover letter, resume, and 3 references to: Maureen Copeland, Director of Policy and Outreach, at [maureen@ninemilerun.org](mailto:maureen@ninemilerun.org) by May 18th, 2018.**

### Your cover letter should address the following:

1. Identify 2-3 of the most important issues and challenges currently facing urban forestry.
2. What do you think is the best approach to dealing with at least one of the challenges you identified in #1 above?
3. Why do you think that joining the Nine Mile Run team in this capacity is the best use of your time and effort for the next few years?

*NMRWA is an equal opportunity employer and does not discriminate based on gender, race, religion, national origin, sexual orientation, age, disability, or veteran status. All qualified applicants are encouraged to apply.*