



**SEEKING APPLICANTS (3/23/09)**

# **PARK RESTORATION MANAGER**

Friends of High School Park (FHSP) is a nonprofit community organization, dedicated to restoring and managing the native ecosystem of High School Park for the enjoyment of the community, in cooperation with Cheltenham Township. We inspire the community to connect with the environment and each other through service and learning. Beginning in 1995, FHSP has transformed this once neglected site of the former high school into an award-winning place of natural beauty.

### **Job Description:**

Reporting to the Executive Committee of the Board of FHSP and collaborating with the Administrative Manager, the Park Restoration Manager (PRM) will implement the ecologic Restoration Plan (ERP) for restoring and maintaining the native plant ecosystems of High School Park's 11 acres. Inherent in this task is the recruitment, training and management of volunteers. Additional functions include; supporting fund raising, budget oversight, board committee collaboration, staff collaboration and record keeping. This is a newly created position.

The position is funded for 24 hours per week. It requires a mixture of daytime, evening, weekday and weekend commitment. The position has no attached benefits.

### **Job Requirements:**

Degree in plant horticulture or environmental education, and 1-2 years of job/field experience. Experience in recruitment and management of volunteers a plus.

Candidates must be self-directed, engaging, communicative, organized, responsible and have excellent people skills. The job requires project management and supervisory experience. Experience with fund raising, grant writing, & volunteer recruitment and management are pluses.

### **Please forward resumes to:**

[searchcommittee@fhsp.org](mailto:searchcommittee@fhsp.org)

or to

Friends of High School Park  
PO Box 11263  
Elkins Park, PA 19027

Visit our website, [www.highschoolpark.org](http://www.highschoolpark.org) for more information.

