

## **JOB POSTING: Philadelphia Community Organizer (PCO) Tookany/Tacony-Frankford Watershed Partnership**

### **Organizational Background**

The Tookany/Tacony-Frankford Watershed Partnership (TTF) is seeking a Philadelphia Community Organizer (PCO) to lead outreach efforts and develop relationships with community residents and organizations to improve the health of our Philadelphia watershed neighborhoods.

TTF is a non-profit organization that works across its 30 square mile urban watershed, collaborating with its municipalities and leading its communities through education, stewardship, restoration, and advocacy, with the goal of improving watershed health. Since 2005, with the support of the Philadelphia Water Department (PWD), TTF has partnered with Philadelphia Parks & Recreation (PPR) to improve Tacony Creek Park, support the Green City Clean Waters program, and develop stewardship. TTF is part of the *Alliance for Watershed Education of the Delaware River* and the *Delaware River Watershed Initiative*, and is increasingly recognized as a leading watershed organization.

### **Position Overview**

The PCO will develop a community engagement plan that will include goals and strategies to foster partnerships that will support TTF's outreach, education, and stewardship efforts in Philadelphia, with a focus on Tacony Creek Park, as well as TTF and PWD planned and existing Green Stormwater Infrastructure (GSI) sites. The goal of the plan will be to develop, maintain, and expand relationships with individuals and families, community organizations, schools, public agencies, environmental and educational organizations, and other stakeholders and partners.

The PCO will work as a team with the Philadelphia Stewardship Leader (PSL) and Philadelphia Community Watershed Specialist (PCWS) to develop and support opportunities to educate and engage residents and organizational leaders about watershed and stormwater issues. The PCO will lead outreach and engagement efforts for the Tacony Creek Park Master Site Development Plan, the Green City Clean Waters program, and collaborative programs working with PWD, PPR, and other partners.

### **Key Responsibilities**

Develop and implement an annual community engagement plan to promote program attendance and volunteer participation. Support collaborative programs by identifying and recruiting participants. Utilize GIS mapping tools to identify individuals and organizations to engage for outreach and program opportunities.

Work with other TTF staff to maintain and update constituent databases.

Promote TTF programs and opportunities to community members, schools, residents and other stakeholders through email, phone calls, and face-to-face contact.

Work with the Executive Director, PCWS, and Communications staff to schedule, develop, and share promotional materials for programs.

Write blogs and take photos to promote and document programs. Support TTF's social media efforts.

Stay informed about community issues and opportunities by monitoring community forums and attending community meetings.

Set program goals, deadlines and milestones and work to ensure they are met. Provide timely reports as required. Share updates and issues during staff meetings.

Work with the Executive Director to identify, pursue, and implement program and funding opportunities to support park, trail, and watershed improvement.

Support organizational efforts including communications, fundraising, grant development, reporting, and administration. Represent TTF at meetings, events, and conferences.

### **Background & Skills**

The ideal candidate will have a degree in a related field and/or experience in outreach.

- Strong interpersonal skills including curiosity and empathy
- One to two years of experience in community outreach and engagement
- Ability to work collaboratively with neighborhood residents and organizational partners
- Strong project and time management skills
- Strong written and oral communication skills; Spanish a plus
- Ability to work as part of a team while also self-motivated
- Proficiency in computer usage, including Microsoft Office and G Suite, and a willingness to learn Constant Contact and ARCGIS
- Knowledge of Philadelphia neighborhoods and challenges
- Familiarity with clean water issues and Philadelphia's Green City Clean Waters plan
- Cultural competency to work with individuals and communities of diverse backgrounds and interests
- Valid Pennsylvania driver's license and access to reliable transportation with appropriate insurance

### **Personal Qualifications**

Candidate shares TTF's commitment to clean water and community engagement, as well as a love of nature. The candidate will seek to foster community input and develop capacity. The candidate will enjoy being out in the community and meeting constituents.

### **Physical Requirements**

Due to the size of our watershed and Tacony Creek Park, a candidate with a vehicle is preferred. Must be comfortable with working in a collaborative team environment. Must be willing to work outside year-round. Must be willing to use a personal cell phone when working remotely.

### **Salary & Schedule**

\$32,000 annually. Exempt with health benefits. Expected to work 40 hours weekly. Must be willing to work weekend and evening hours.

### **How to Apply**

Please send a cover letter and resume to: Julie Slavet, Executive Director, Tookany/Tacony-Frankford Watershed Partnership (TTF) at [Julie@ttfwatershed.org](mailto:Julie@ttfwatershed.org)

Deadline: Monday, December 31, 2021. No phone calls.

***We welcome applications from all people regardless of race, ethnicity, gender, and sexual orientation.***