

JOB POSTING: Philadelphia Stewardship Assistant Tookany/Tacony-Frankford Watershed Partnership

Organizational Background

The Tookany/Tacony-Frankford Watershed Partnership (TTF) is seeking a Philadelphia Stewardship Assistant (PSA) to support the improvement and maintenance of Tacony Creek Park as well as Green Stormwater Infrastructure sites located within the TTF watershed in Philadelphia.

TTF connects our watershed residents and communities to their creeks. As a non-profit organization, we work across our 30 square mile urban watershed, collaborating with our municipalities and leading our communities through education, stewardship, restoration, and advocacy, with the goal of improving watershed health. Since 2005, TTF has partnered with the Philadelphia Water and Parks & Recreation (PPR) departments 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.

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

Position Overview

The PSA will maintain and increase stewardship of Philadelphia's TTF watershed neighborhoods, with a focus on Tacony Creek Park and GSI sites.

Key Responsibilities

- Monitor Tacony Creek Park to identify and report maintenance, litter and dumping, and security issues, and implement solutions independently and in partnership with community members and organizations, TCP Keepers, and city departments.
- Clean up litter, remove invasive plants, plant trees and shrubs, and repair trails and signage. Maintain equipment and tools.
- Increase community stewardship of Tacony Creek Park by developing, implementing, and evaluating community stewardship efforts. Organize regular volunteer clean-ups, plantings, and improvements in partnership with city agencies, organizations, and businesses. Coordinate with other staff to implement a volunteer recruitment, management, and reward program; supervise volunteers and interns as needed.
- Support and coordinate the maintenance of GSI projects in Philadelphia's TTF watershed, including but not limited to those at: Vernon Park, Cayuga Street & Triangle (Soak It Up Adoption sites) and Friends Hospital.
- Develop and maintain relationships with community members and organizations, schools, municipal and public agencies, environmental and educational organizations, and other stakeholders and partners.
- Set program goals, deadlines and milestones and work to ensure they are met. Provide timely reports as required.
- Support organizational efforts including communications and reporting. Represent TTF at meetings and events.

Background & Skills

An ideal candidate will have:

- At least two years of experience in the development and implementation of stewardship programs and park, trail, and green stormwater infrastructure maintenance
- Experience in supervision of volunteers
- Strong project and time management skills
- Written and oral communication skills; Spanish a plus
- Experience in community engagement
- Ability to work independently and as part of a team
- Proficiency in computer usage, including Excel and social media
- Cultural competency to work with individuals and communities of diverse backgrounds and interests
- Knowledge of Philadelphia's neighborhoods and challenges
- Familiarity with Philadelphia's Green City Clean Waters plan, and clean water issues and solutions
- 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.

Physical Requirements

Due to the size of our watershed and Tacony Creek Park, a candidate with a vehicle is preferred. Must be able to lift 30 pounds. 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

\$36,000 annually. Exempt with health and retirement benefits.

Expected to work 40 hours weekly. Must be willing to work a flexible schedule, with 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

Deadline: February 19, 2024.

No phone calls.