

Short Term Lower Columbia River Water Trail Stewardship Ambassador

Salary: \$20 per hour

Job Classification: Short Term, Non-exempt

Anticipated Start Date: June 25, 2018, with some flexibility.

Time Commitment: 200 hours. Flexible hours per week. Some weekend and evening work required.

Anticipated End Date: Sometime between August 10 – September 14. Actual end date will occur after the project is complete and 200 hours of work.

Supervisor: Deputy Director

OVERVIEW

With funding from REI, the Lower Columbia Estuary Partnership is hiring a Lower Columbia River Water Trail Stewardship Ambassador (LCRWT Ambassador).

The LCRWT stretches 146 miles from Bonneville Dam to the Pacific Ocean. The trail links together launch and landing sites, campsites, food, lodging, and other resources in Oregon and Washington for non-motorized boaters. The Estuary Partnership coordinated development of the water trail, launched the trail in 2004, maintains the LCRWT web-based interactive map, and coordinates trail activities.

POSITION OVERVIEW

This position is part of a team that implements components of the Estuary Partnership Comprehensive Conservation Management Plan, biennial workplans, and six-year implementation strategies for the Lower Columbia River and Water Trail.

The LCRWT Ambassador will plan, coordinate, and lead a series of four paddles to four different lower Columbia River islands, which most likely will take place on weekend days. Time permitting, the LCRWT Ambassador may help with other water trail tasks, like site inventory updates, signage installation, outreach, and assist with Estuary Partnership Big Canoe trips.

Employees in this position have regular contact with all Estuary Partnership staff, the Board of Directors, staff from other agencies and organizations, the business community, regional partners, donors and supporters, community volunteers, and community members.

MINIMUM QUALIFICATIONS

- Experience planning and coordinating outdoor projects with volunteers.
- Community outreach and organizing—particularly to underserved communities.
- Intermediate to advanced flat-water paddling skills (kayak touring, sea kayaking) and experience. Experience leading group paddling trips. Experience with paddling group safety procedures. An ability to perform self-rescue and rescue assists.
- Current First Aid and CPR Certification.
- Able to lift moderate to heavy gear, with reasonable accommodation.
- Able to work a flexible schedule, including some weekends.
- Comfort and experience working in an office and with office computer systems.
- A willingness to be a team player and to help and assist with other projects and tasks as needed.
- Knowledge of and ability to generate social media content on Facebook, Twitter, and Instagram.
- Valid driver's license and experience driving with a trailer.
- Strong written and verbal communication skills.

DUTIES

- Complete assigned work, implement assigned tasks and meet deadlines, adhere to organization policies and procedures, and respond to feedback from supervisor. Communicate regularly with supervisor on development and delivery of programs.
- Plan, coordinate, and lead a series of four paddles to four different lower Columbia River islands. Tasks include:
 - Scouting locations;
 - Scheduling trips;

- Recruiting volunteer paddlers—particularly from underserved community groups;
 - Organizing all trip logistics, which may include boat rental and boat transportation;
 - Leading all paddles and all on-site work, including signage installation, litter/garbage clean-up, primitive campsite improvement, pre-and post-photo documentation, etc.; and
 - Conducting post-trip follow up surveys with trip participants.
- Write project reports and provide project updates.
 - Participate in team meetings to discuss and advance program objectives, enhance collaboration, and identify resource needs required to complete projects.
 - Regularly travel throughout the study area for stewardship activities. Occasional work after hours and on weekends.

ORGANIZATION STANDARDS OF PERFORMANCE

- Place the river and public trust at the forefront. Support and promote the mission and work of the Estuary Partnership. Be familiar with the activities of all Estuary Partnership program areas, the lower Columbia River and the National Estuary Program, natural resource protection, and community programming.
- Cultivate a positive work ethic and team environment. Exhibit a positive attitude and high level of professionalism. Support Estuary Partnership employees, Board members, volunteers, and partners.
- Provide exceptional service, internally and externally. Adapt and continually improve.
- Attend work regularly and on-time.
- Include diverse populations and underserved communities, including communities of color and low-income communities, to improve racial, gender, and cultural responsiveness when working with colleagues and partners and in carrying out job duties and responsibilities.
- Exercise discretion and discern and maintain confidentiality.