



**Title:** Climate Outreach Coordinator

**Location:** Santa Cruz, CA

**Status:** 40 hours per week, occasional evenings, and weekends as needed

**Compensation:** Salary commensurate with experience

**Apply:** Please send your cover letter, resume, a writing sample, and 2-3 professional or academic references to Katherine O’Dea at [jobs@saveourshores.org](mailto:jobs@saveourshores.org). Applications considered on a rolling basis.

## About the Organization

Save Our Shores is a 501(c)3 marine conservation non-profit that was founded in 1978. Our mission is to steward clean shores, healthy habitats, and living waters to foster thriving marine ecosystems throughout the Monterey Bay area. We work primarily in five CA counties – Santa Cruz, Monterey, San Mateo, Santa Clara and San Benito. A bedrock of the region’s environmental community, Save Our Shores accomplishes its mission through awareness building (education and outreach), advocacy (promoting smart environmental policy), and citizen action (volunteerism). For more information on Save Our Shores’ work and history, visit [www.saveourshores.org](http://www.saveourshores.org).

## Position Description

The primary duties of Save Our Shores’ Climate Outreach Coordinator are to develop information and interactive/engaging content for the organization’s Climate Hub website, take the lead on developing and coordinating a climate change-focused youth group within Save Our Shores, and serve as the organization’s representative to local and regional climate organizations such as the Central Coast Climate Collaborative and the Santa Cruz Climate Action Network. The Climate and Outreach Coordinator will work closely with the Communications and Marketing Specialist who is responsible for the design and maintenance of our websites.

The Climate Hub is envisioned as community resource and central portal for all things related to how climate change is impacting the Monterey Bay and the Monterey Bay region. The Climate Hub will include a library of resources (news articles, studies, etc.), links to local and regional climate action plans, video interviews with local experts, webinars, and more.

The successful candidate for the Climate Outreach Coordinator position will have a strong working knowledge and broad understanding of climate change and especially how it impacts marine environments. The Coordinator must also demonstrate an appreciation for the urgency with which our ocean communities need to respond to this global crisis and the motivation to facilitate awareness, advocacy, and action.

### **Climate Hub Content Development (45%)**

The key function of the Climate Outreach Coordinator’s role is to curate content for Save Our Shores’ Climate Hub. This will involve:

- Scouring media and other sources for breaking information about climate change with a focus on issues that directly relate to or impact the Monterey Bay region
- Reading climate studies and reports and translating their content into clear and concise summaries that the average citizen can understand and relate to
- Coordinating and setting up interviews with local climate change experts that can be video recorded for the Hub
- Collaborating with the Save Our Shores' education team to develop appropriate teaching resources and curriculum that can be shared via the Hub
- Writing blogs and reaching out to community members to contribute to it
- Organizing and facilitating climate change-related online webinars, podcasts, and Twitter chats
- Designing and developing educational climate change games like puzzles and quizzes, for youth

### **Youth Group Development and Coordination 40%**

Climate change is becoming one of the top concerns for youth today. Our next generations deserve a voice in the debate about how to respond to this crisis. Save Our Shores has a goal to provide youth, primarily high school students, across our region an opportunity to become responsible advocates for their future. Facilitating the formation and the continuing coordination of such a group is a core function of the Climate Outreach Coordinator. This will involve:

- Developing and implementing a strategy for the formation of the youth group in collaboration with other Save Our Shores staff. This includes helping establish a leadership counsel and working with that counsel to recruit members and develop a plan of action.
- Serving as the primary staff liaison and advisor to the youth group which is intended to be largely self-organizing and self-governing but not entirely autonomous
- Ensuring the group has the basic resources needed to operate
- Staffing related events and other activities
- Promoting the youth group and ensuring it maintains a high visibility profile

### **Liaising with Local and Regional Climate Organizations 15%**

A variety of local and regional government offices, agencies, organizations, and groups are addressing various aspects of climate change's impacts. It is important that Save Our Shores is well connected with these groups. Forming relationships and potential partnerships across these networks is another role of the Climate Outreach Coordinator. This will involve:

- Serving as Save Our Shores' representative on the Central Coast Climate Collaborative
- Discovering which local organizations are working on climate change issues and determining the ones that Save Our Shores should engage with
- Interacting with these networks by attending meetings and participating in events

## **Other**

The Climate Outreach Coordinator will also take on other tasks and functions as assigned. These tasks may include, but are not limited to, supporting tabling events, facilitating beach, river, watershed and other cleanup events, and supporting public comment at City Council and County Board of Supervisor meetings.

*All duties, time percentages, dates, and descriptions are subject to change*

## **Required Experience and Skills**

To be successful in the Climate Outreach Coordinator role at Save Our Shores candidates must have:

- A Bachelor's degree in environmental sciences or a related field
- At least one year of experience researching, writing about, or otherwise engaging in climate change issues
- Experience and comfort working with high school youth
- A passion for driving change
- Ability to work on multiple projects and meet deadlines
- Excellent communications and writing skills including the ability to write engaging content for the Climate Hub, Facebook, Twitter and Instagram
- Ability to use Microsoft Office programs

Preference will be given to applicants who:

- Are familiar with WordPress and Adobe Creative Suite
- Are fluent in Spanish

## **Schedule Expectations**

Regular hours for this full-time position are Monday-Friday 8:30 to 5:00 inclusive of a half hour lunch period. An alternative daily start and end time may be negotiated, but most hours must be worked in the office between 10:00 and 4:00. All Save Our Shores employees enjoy the opportunity to work from home occasionally, with prior approval.

Occasional weekends and evenings may be required but will be communicated ahead of time. Mandatory weekend dates for 2019 include September 21 and October 6, 2019.

Compensation includes paid vacation and sick leave, health/dental insurance, workers' compensation, and approved expense reimbursement, including mileage driven for work assignments.